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A

G L O S S A R Y

OF THE

PRINCIPAL TERMS AND WORDS

OCCURRING IN

POSTAL DOCUMENTS.

COMPILED BY

F. P O L E T T I.

PUBLISHED FOR THE USE OF THE POSTAL STAFF BY ORDER OF THE
CO-DIRECTOR GENERAL.

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INTRODUCTION.



THE Glossary of the Principal Chinese Postal Expressions compiled by Mr. J.W.H. Ferguson, during 1906, has been much appreciated and largely used during the intervening years, but the rapid development of the Service and the consequent introduction of many new terms and the modifications of old ones have now rendered that publication insufficient to meet the requirements of the Staff.

With a view to the retention of such a publication, steps were taken for the issue of a new edition. A selection of terms and words was therefore made from the most up-to-date postal documents, (e.g. Compendium, Circulars, Postal Guide, Postal Forms, Stationery, etc.), and is now reproduced.

This little work, as it is presented now, will give the members of the foreign staff an opportunity to acquaint themselves with the various Chinese equivalents of the commonly used postal expressions, and at the same time promote the adoption of uniform postal terms throughout the Service. It will probably be found just as useful to the Chinese as to the Foreign Staff.

The (approximately) 3000 terms which are arranged, as far as possible, alphabetically, are those most frequently used in postal dealings and the Chinese rendering given has in each case been chosen for its applicability and appropriateness to postal uses.

In order that the booklet may serve the purpose for which it is intended, it should be kept up to date; blank pages have therefore been provided to facilitate the insertion of new words or terms as required, and a blank column has been left on each page for the romanization of the terms.

GLOSSARY.

A découvert, sent	散寄	<i>San kai</i>
A découvert, mails sent	散寄郵件	<i>San kai hui-hien</i>
Abbreviation	簡筆字樣, 減筆, 要畧	<i>chien-pi-tzu-yang, chien-pi, yao-liao</i>
Abnormal	逾於常度, 非常	<i>yu-yu-chang-tu, tai-chang</i>
Abnormal consumption	行銷逾於常度, 非常行銷	<i>ching-miao-yu-yu-chang-tu tai-chang</i>
Abnormal increase	非常加增	<i>Tai-chang-kia-tung</i>
Abolish, to	取銷	<i>kai-nao</i>
Abonnement postal, (for newspapers, magazines, etc.)	郵局代訂報紙	<i>hou-ou-tai-tiao-pao-tih</i>
Above-mentioned	右列, 前列, 以上所陳	<i>you-ich, chin-lich, i-chang-pao-tien</i>
Abroad	國外, 外洋	<i>ou-ai, tai-yang</i>
Abroad, from	由國外, 由外洋	<i>you-kuo-ai, you-wai-yang</i>
Absence from duty	離差	
Absorbent material	吸水之物	
Abstract, to	抽去	
Abstract	摘要	
Abstraction of contents	內裝之物被人抽竊	
Abuse, to	濫用, 凌辱	
Accelerate, to	加速	
Accelerate transmission and distribution	迅速寄遞	
Account	帳目	
Account book	帳簿	
Account, bring to	入帳	
Accountancy	會計處	
ACCOUNTS:	帳目	
Abstract	出入帳目總結表	
Actual	決算	
Advances outstanding in suspense	暫撥項下未歸之款	
ALLOWANCES:	郵政經費協款, 津貼	
Annual Gratuities	年賞	
Commission on mail matter	攬收經辦郵件酬報	

Grant from local authorities	由本地官庫發給之協款
Grant from Ministry	本部發給之協款
Retiring allowances	養老金
Special allowances	特別酬卹
ANNUAL BUDGET	預算
BALANCE FROM LAST :	前季或前年餘存
Cash at Head Office	管理局內存款
Cash at subordinate establishments	所屬各局存款
BUDGET OF EXPENDITURE	支出預算
BUDGET OF RECEIPTS	收入預算
DISTRICT EXPENDITURE	郵區支出
DISTRICT RECEIPTS	郵區收入
ESTABLISHMENT:	房屋
Furniture	傢具
Maintenance in repair	裝修
Rent, Taxes, etc.	房租捐項
FLOATING BALANCE	浮存款項
GUARANTEE & PROVIDENT FUND	保證金及防後金帳目
INCIDENTAL EXPENSES:	隨時普通費
Freight	盤運物料各費
Inspecting expenses	調查旅費
Loss by exchange	匯換銀錢使用各費
Medical expenses	醫金
Seizures and fines	查緝私運郵件經費
Telegrams, Telephone, and postage	郵電各費
Travelling expenses	尋常旅費
INCIDENTAL RECEIPTS:	隨時普通各進款
Fines on seizures	緝獲私運郵件罰款
Fines on staff	員役罰款
Gain by exchange	撥兌銀錢之餘利
Interest on Bank	存銀利息
Recovery	已經開銷後復退回各款
Revenue stamp commission	代售印花稅票所提成數

INDEMNITIES AND LOSSES:	賠折之款
Indemnity	損失郵件賠償
Official cash losses	公款損失
MAIL MATTER UNDER CON-	立券寄費
TRACT:	
Mail matter in bulk	總包報紙立券費
Official Gazette	立券官報寄費
Special marks	散張或成束報紙立券費
MISCELLANEOUS	雜役工資, 雜費, 零星運
	費, 他項產業, 他項隨
	時普通進款
MOVEMENT OF FUNDS:	匯兌互撥各款
Grant from Directorate General	由總局撥來之款
Inter-office transactions	代匯代收各款
Money order cashed	郵政所發匯票兌出款
Money order issued	郵政匯票代匯之款
Remittance from other Districts	由他局撥來之款
Remittance to Directorate General	撥解總局
Remittance to other Districts	撥交他局
Trade charges collected	經收他局寄來包裹之貨
	價銀
Trade charges refunded	經收包裹貨價兌還款
Transfers	郵政機關互撥款
OFFICE SUPPLIES:	購置
Books, Maps, Newspapers, etc.	圖書報紙
Fuel, Light, etc.	燃料
Mail bags, mail covers, parcel	郵件包裹裝運器具
baskets, etc.	
Official dresses and flags	服裝旗幟
Stationery, forms, printing, etc.	文具及印刷各品
POSTAGE STAMPS, COST OF	印刷郵票
PRINTING	
SALE OF PUBLICATION	發售郵政出版物之進款
SAVINGS BANK	儲金帳目
SPECIAL (EXPENDITURE),	特別支出, 特別收入
(RECEIPTS):	

Building and land	屋地
Construction and purchase of property	產業購造費
Railway mail vans, etc.	火車
Ships and boats	船隻
STAFF SALARIES	員役薪水工資
STAMPS:	售票進款
Fees on money orders	郵政匯票匯費及補水費
Fees on trade charges	經收包裹貨價所得之費
Insurance fees on letters	信件保險費
Insurance fees on parcels	包裹保險費
Ordinary sales of postage stamps	售出尋常郵票進款
Postage-due-stamps	售出欠資郵票進款
SUSPENSE	浮懸帳目
TRANSPORT OF MAILS:	運輸郵件包裹費
Postal conveyances	自辦之運輸
Repairs to railway mail vans, etc.	郵用火車及尋常車輛修理費
Repairs to ships and boats	郵用船隻修理費
Running expenses of ships and boats	郵用船隻供養費
UNCLASSED	他項賠折之款
UNION TRANSIT	聯郵運費
VARIOUS	他項代收款, 經收包裹 釐金及他項代收款, 他項代兌款, 繳付經 收包裹釐金及他項代 兌款
VARIOUS TRANSPORT SERVICES:	他機關代辦之運輸
Courier and boat contracts	旱班及民船包運費
Railway contracts	火車包運費
Steamer contracts	汽船包運費
Accountant	會計長
Accountant, Directorate	郵政總局會計長
Accountant, District	管理局會計長

Accountant, Service	總會計長
Accounted for	計入, 記載
Accounts Desk	會計棹
Accounts, Agency	郵寄代辦所帳目
Accounts Office (Accountancy)	會計處
Accounts, Inland	內地帳目
Accounts,Class Office等郵局出入帳目
Accompanying	隨附
Accompanying article	隨附之件
Accumulate, to	累積, 積壓, 存積
Acknowledgement of delivery	回執, 收件回執, 投到之承認
Acknowledgement of payment (A. P.)	發銀回帖, 付款之承認
Acknowledgement of receipt	收據, 收到之承認
Acting	署理
Active operations	實地經營
Actual amount	確數
Actual expenses	實在支出
Actual figures	確數
Actual requirements	實需
Actual working expenses	辦公實用之款
Add, to	加
Addenda	附加, 附加之件
Addition	加添
Additional	另加
Additional appointment	加派
Additions and Alterations	增改
Address, to	陳說, 稟呈, 寫住址
Address	址住, 姓名住址
Address, telegraphic	發電住址
Addressed, insufficiently	姓名住址不詳
Addressed to	寄交
Addressee	收件人
Ad interim	暫行代理
Adjustment	改正

Adequate	適當
Administration, Postal	郵政管理機關, 郵政
Administrative Office	管理局
Administrative Officials	行政官吏
Admit, to	准, 承認
Admit of postal inspection, to	使郵局易於查看
Admittance, no	免入, 閒人免進
Adopt, to	仿行, 取用
Ad valorem	按價值
Advance, to	預行, 進行, 預墊
Advancement	進行, 增進
Advances	預支款項
Advertise, to	聲明, 登廣告
Advertise in newspaper	登報聲明
Advertise mail matter, to	招領郵件, 登報招領郵 件
Advertisement	廣告, 通告, 佈告
Aeroplane	飛機
Airship	飛艇
Air mail service	航空運寄, 航空郵班
Affairs	事務, 情事
Affairs, postal	郵務
Affix, to	黏貼, 黏
Affix firmly	結實黏貼
Affix postage stamps, to	黏貼郵票
Agency, postal	郵寄代辦所
Agent, general instructions for	郵寄代辦規則
Agent, postal	郵寄代辦
Agreement	合同, 契約
Agreement, to make an	訂立合同
Agreement to join Guarantee and Provident Fund	保證金及防後金請願書
Alien Post Office (Agency)	外國郵局, 客局
Allow, to	允准
Allowance	津貼
Allowance, acting	署理津貼

Allowance, carriage, richsha, etc.	車馬等項津貼
Allowance, compassionate	恤費
Allowance, frontier	邊遠津貼
Allowance, furniture	傢具津貼
Allowance, inspecting	巡員津貼
Allowance, mess	伙食津貼
Allowance, mileage	按英里計算之津貼
Allowance, rent	房租津貼
Allowance, retiring	養老金
Allowance, special	特別津貼
Allowance, transfer	調遣津貼
Alter, to	更改, 塗抹
Amount remitted	匯銀數目
Annex, to	附送, 附連, 歸併
Annotate, to	註釋, 批註
Anonymous (letter, petition, etc.)	匿名 (信及稟帖等)
Appeal, to	求助, 伸訴
Appellation	名稱
Appendix	附件
Applicable	適用
Applicable to	適於
Applicant	聲請人
Applicant for employment	請求錄用人
Application for Money Order	請購匯票單
Application for Registration	請准予掛號
Apply, to	請領, 請
Appointee	奉派者
Appointee, new	新任
Appoint, to (Higher employees)	委任
Appoint, to (Lower employees)	派充
Approach, to	接洽, 晉商
Approval	核准
Approval, subsequent	補行核准
Approve, to	核准
Archives	檔案
Archives, confidential	機密檔案

Archives Office	檔案處
Arabic figures	阿剌伯數碼
Arms	軍械
Arrange, to	布置
Arrangement	布置, 辦法, 合同, 契約, 章程
Arrangement, execution of	履行合同
Arrival	抵到
Arrival, mail	郵件抵到
Article of contraband	違禁之物
Article, postal	郵件
As a rule	大抵
As far as possible	儘力
As neat and legible as possible	力求清晰易識
As soon as possible	從速, 儘速
As the case may be	酌情, 分別情形
Assess, to	核定, 課定
Assessment of postage	核算郵費
Assist, to	襄助
Assistance	輔助, 臂助
Assistant	郵務官, 輔理員, 副手, 助理員
Assistant, confirmed	實任郵務官
Assistant, probationary	試用郵務官
At the owner's risk	自擔責成
Atlas, postal	郵政輿圖
Audit, to	稽核
Audit memo	稽核帳目之公函
Authority	根據, 核准, 准據, 權, 飭 准
Authorize, to	核准, 批准
Authorized person	持有憑據之人, 委派之 人
Authorized representative	持有憑據之代表, 委派 之代表
Authorities	官吏

Autres objects, A. O.	他項郵件
Auxiliary	額外
Auxiliary rules	附則
Avec réponse payée (carte postale)	雙明信片
Average	平均
Average weight	平均重量
Avis de réception	收件回執

Badge	徽章
Bag	口袋
Bag, cotton	布袋
Bag, empty	空袋
Bag, fastening of	袋之結扣
Bag, letter	信袋
Bag, mail	郵袋
Bag, oil	油布袋
Bag, parcel	包裹口袋
Bags Baskets Store Room	郵袋/郵篋存儲房
Balance	存款, 尾數
Balance, bank	銀行存款
Balance, floating	浮存備用款項
Balance, outstanding	未結之款
Balance sheet	存款憑單
Bank -book	銀行帳簿
Bank charge	補水費
Bank cheque	銀行支票
Bank-note	鈔票, 紙幣
Bank pass book	銀行存款簿
Bank rate	銀錢行情
Banking facilities	銀行便利
Base Field Post Office	軍事承接郵局
Basis	根據
Basis for assessing postage	計算郵資之根據
Basket	篋, 篋隻
Basket, collapsible	能以摺疊之篋
Basket, empty	空篋
Basket, parcel	包裹篋
Bearer	來人
Bearer, payable to	憑付來人
Beat (postman's or courier's)	(信差或郵差) 周行之 段落
Belligerent	交戰國
Beneficiary, (savings)	承受人 (儲金)
Beyond control	無以為力, 力所不及

Bi-daily	間日
Bicycle	自行車, 腳踏車
Bicycle Room	自行車房
Bicycle, spare parts for	自行車另備之零件
Bill	清單, 帳單
Bill-entering Office	填寫清單處
Blank form	空白單式, 空白單張
Board, to	登船, 登車
Board	部
Board (Post Office Savings Bank)	郵政儲金監理會
Boat	船隻
Boat service	船隻運遞, 船班
Bona fide	實係, 可靠
Bond, security	保證書
Book entry	簿內登記, 簿內登 記一項
Books	書籍
Box	箱櫃
Box clearer	開信箱之信差
Box, letter	信箱
Box Office	郵務信櫃
Box Office Holder	信櫃經理人
Bracket	括弧
Brackets, within	括弧內
Breadth	寬度, 寬
Breakdowns (motor lorries or mail vans)	汽車或馬車損壞
Breakdowns on mail lines	郵路之阻斷
Brevity and precision	簡捷精確
Brief	簡短
Brief report	略報, 簡略報告
Broken	破壞, 破損
Broken condition	破壞形狀
Brought forward	上頁移來
Budget	預算
Bulk, in	成總

Bulky	笨大
Bulletin de vérification	(國外)郵件驗證執據
Bundle	束, 捆
Bureau	局
Bureau ambulant	行動郵局 (火車)
Bureau d'échange	互換局
Bureau Flottant	行動郵局 (輪船), 水上郵局
Bureau of Engraving & Printing	印刷局
Bureau of Postal Union	萬國郵政公署
Business hours	辦公時刻
Business, postal	郵局營業
Butt	存根
By order	奉命, 奉諭
By quickest means	以最捷之法
By the first opportunity	乘最先有便時, 乘第一 次有便時

Calculate, to	計算, 核算
Calendar	月份牌
Call, to	傳喚, 到, 赴
Called for	所需, 飭備, 載於
Cancel, to	註銷, 取銷
Cancel postage stamps, to	塗銷郵票
Canvas-lined	內襯帆布
Capital	資本, 京城, 都會, 省會
Capital expenditure	資本支出
Captain	船主, 管帶
Car, mail	郵車
Caravan, postal	夥行郵班
Carbon copy	副張, 印色紙印出之副張
Carbon paper	印色紙
Cardboard	紙版
Cards, invitation	請帖
Cards, visiting	名片
Care of, c/o	轉交
Carpenter	木匠, 木作
Carpenter's Room	木作房
Carried forward	移歸下頁
Carry, to	帶, 載, 運
Carry out instructions	遵飭, 奉行, 遵行命令
Cart	車
Carte postale	明信片
Cash, to	兌付
Cash	現款
Cash book	出入總帳簿
Cash book, rough	流水帳簿
Category	類, 類別
Category of mail matter	郵件種類
Catalogue	貨色價目冊
Catty	斤, 觔
Censor, to	檢查
Censor	檢查員
Censor's Office	檢查郵件處

Censorship	檢查
Centime	生丁姆
Centimetre	桑笛邁當, 公分
Certificate	執據, 執照, 憑單, 文憑
Certificate, medical	醫生證據, 診驗憑單
Certificate of appointment	委任狀
Certificate of balance	存款憑單
Certificate of money order cashed	兌出匯票憑單
Certified correct	核對無訛
Certificate, remittance	匯款憑單
Certify, to	證明, 查驗
Changes in status	地位之更改
Chapter	章
Charge, to	收取, 索價
Charge, handing over	移交
Charge, in	主管, 管理
Charge memo	交代書
Charge, postal	郵費, 郵資
Charge, taken over	接管
Chauffeur	司機
Check, to	查點, 核對
Ch'êng	呈
Cheque	支票
Cheque book	支票簿
Cheque, bearer	無記名之支票
Cheque, crossed	畫綫支票
Cheque, drawn	已付支票
Cheque, uncashed	未付支票
Chia Ho Decoration	嘉禾章
Chinese	華, 華人
Chinese character	華字, 漢字
Chinese version	漢文, 華文
Chit	手條
Chit book	送信簿, 收信簿
Chop, to	蓋戳
Chop	戳記

Chronological order	按日期之次序
Ch'uan-ch'ih	傳飭
Ch'um Ling Chia Chiang (specially mentioned for com- mendation by the President)	傳令嘉獎
Circular memo	通函
Circular notice	通告
Circular, postal	郵政通令, 郵政通札
Circumstances	情形, 狀況
Circumstances necessitate	情形所需
Circumstances of delivery	投遞情形
Claim, to	要請
Chim	要請書, 請案
Claim for indemnity	呈請賠償
Chim, in case of	遇有聲請情事
Chimant	請求賠償者
Class	等, 種類, 班
Classify, to	分別歸班, 區分, 分等
Clear a letter box	提取信箱內之信函
Clerical work	行常工作, 例行手續
Clerk	郵務員
Clerk, Candidate	試用郵務員
Clerk, confirmed	實用郵務員, 歸班郵務員
Clerk, experienced	有經驗之郵務員
Clerk, junior	資淺郵務員
Clerk, senior	資深郵務員
Clerk, unconfirmed	未實用之郵務員, 未歸 班之郵務員
Close, to	封緘
Closed against inspection	封固不能驗視
Closed letter	封口信函
Closed mail	封固總包
Club, to	歸總
Club	俱樂部
Clubbed mails	民局包封郵件
Clubbed package	民局包封

Clubbed Package Desk	民局包封棹/檯
Clubbed Package Office	民局包封處
Co-Director General	郵政總局總辦
Cocaine	高根
Code, put into	繙成密碼
Code, telegraph	密碼電本
Code telegram	密碼電報
Coins	錢幣
Coins, subsidiary	輔幣
Colis	包裹
Collect, to	收取
Collect trade charge	代物主收價
Collection of Likin on Postal Parcels	徵收包裹釐金
Collectors	收攬差
Column	欄, 行
Commandeered (by soldiers)	徵用
Commercial papers	貿易契
Commission	提扣, 酬費, 酬勞
Commissioner	郵務長
Commissioner, Acting	署郵務長
Commissioner, Acting Deputy	署副郵務長
Commissioner, Acting Deputy in-charge	代理郵務長
Commissioner, Deputy	副郵務長
Commissioner of Customs	海關稅務司
Commissioner of Foreign Affairs	外交特派員, 交涉署
Commissioner's Office	郵務長辦公室
Commissioner's Secretary's Office	郵務長文牘處
Committee (board)	委員會, 監理會
Communicate, to	通知
Communication	書信, 交通
Compare, to	比較
Compensate, to	賠償
Compensation	賠償
Compile, to	編製, 編

Complain, to	控
Complaints	控告, 呈訴
Complementary postage	應補之資費, 補付之 郵費
Compound interest	複利
Compulsory	必須
Compulsory payment	必須交納郵費
Condition	形狀
Condition, bad	惡劣形狀, 損壞形狀
Condition, good	優美形狀, 良好形狀
Conditions	件條, 情形
Confidential	秘密, 機密
Confidential letter	機密信
Confidential report	密報, 秘密報告
Confirm, to	歸班, 證實
Confirmation	證實, 歸班
Confirmation of telegram	電報之證實
Confirmed employee	歸班人員
Confiscation	充公
Confiscation of mail matter	郵件充公
Conform, to	遵照, 按照
Confuse	紊亂
Confused state	轉轉不清, 紛亂形狀
Consignee's letter	隨同貨物託人帶寄之 信函
Conspicuously notified	顯明宣示
Consecutive series	挨次
Consul	領事
Consulate	領事署
Consume, to	用盡
Containing	裝有, 內裝
Contents	內裝之物, 內裝之件, 內容
Contraband articles	違禁物品
Contract, to	立合同, 立券, 立約
Contract	合同, 券, 約

Contract, mail matter under	立券郵件
Contractor, mail	郵件包運人
Contrary to regulations	與章程有違
Control, to	管理
Convention	會議, 章程, 協約
Conventional signs	通式, 誌號
Conventional language	約定之隱語
Conversant with	諳悉, 熟悉
Conversation	會談
Conversion	改, 折合
Copy, to	鈔寫, 鈔錄
Copy	鈔件, 一分
Copy in register	登簿, 登冊
Corner of a postage stamp	郵票角端
Corners, cut (envelope)	截去角端之信封
Correct, to	修正
Correct	合宜, 無誤, 適合
Correction slip	更改小條
Correspond with	通信, 按照, 相符
Correspondence	信件, 郵件
Correspondence, official	公牘
Correspondence, free	免費信件
Correspondence, press copies of	壓印之信函
Counter	櫃檯
Counter, to hand in at the	投交櫃上
Counterfeit, to	偽造
Counterfoil	存根
Countersign	副署
Countries in the Postal Union	郵會各國
Countries which admit insurance (etc.)	辦理保險等項各國
Country of destination	接收國, 投遞國
Country of origin	原寄國
Coupon, reply	回信郵票券
Courier	郵差
Courier, day	日班郵差

Courier, night	夜班郵差
Courier, day and night	晝夜兼程之郵差
Courier, foot	步差
Courier line	郵差郵路
Courier, mounted	馬差
Courier, overland	旱班郵差
Courier pas-sport	郵差執照
Cover, to (losses, etc.)	包括, 概括, 應付, 覆蓋 (損失等)
Cover	封件, 封套, 蓋
Cover, back of a	封皮背面
Cover, face of a	封皮正面
Cover, intact	封皮完整
Cover, broken	封皮已破
Cover, damaged	封皮破損
Cover, unbroken	封皮並不破損
Cover, wet	封皮浸濕
Covering despatch (letter)	隨行公文(公函)
Create trouble, to	騷擾
Credit, to	列於, 歸帳
Credit	信用, 勞績
Creditor	存款人
Criminal mail matter	罪犯郵件
Cumbersome	笨大
Cumshaw	酒資, 賞金
Cumshaw, to solicit	要索酒資
Cupboard	櫥櫃
Currency, local	當地通用幣制
Currency, paper	紙幣
Currency, silver	銀幣
Current account	活期存款
Current coin	通用錢幣
Current month	本月
Custody of Post Office, in	郵局手內, 郵局保管
Customs declaration	報稅清單
Customs duty	關稅

Customs examination	海關查驗
Customs examination, easily opened for	海關易於啓驗
Customs Examiner's Desk	新關驗貨棹/檯
Customs Examiner's Office	新關驗貨處
Customs fee	海關費
Customs formalities	海關手續
Customs, maritime	海關, 新關
Customs, native	常關, 稅關
Cyclist	騎車之信差

Daily	每日
Daily paper	日報
Danger	危險, 險
Dangerous substances	危險物品
Data	詳情, 資料
Data for annual postal report	郵政事務情形總論之資 料
Date	日期
Date of posting	交寄日期
Date of receipt	收到日期
Date stamp	日期戳記
Date, to put a false	倒填日期
Dater	日期戳記
Dater, domestic	國內日期戳記
Dater, international	國外日期戳記
Dead letter	無著信函, 無著郵件
Dead Letter Desk	無著郵件棹/檯
Dead Letter Office	無著郵件處
Deal, to	辦理
Death	身故
Debt	債
Debtor	欠款人
Decease	亡故, 病故
Decennial	每十年
Decimal	小數, 十進法
Decimetre	笛西適當, 公寸
Decision	決定
Declare, to	註明, 報明
Declared value	註明價值
Declaration, fraudulent	假報, 捏報
Decoration	勳章
Decoration, Excellent Crop	嘉禾章
Decoration, Wên Hu	文虎章
Decrease, to	減少, 減落
Deficiency	虧欠, 短欠
Deficiency, double the	按短欠之數加倍

Deficit	虧
Degrade, to	降級, 降
Delay, to	延誤
Delete, to	刪除
Deliver, to	投遞
Delivering Desk, (mail, parcel, insured letter, express, etc.)	(郵件, 包裹, 保險信函, 快遞郵件等) 發交棹/檯
Delivery	投遞
Delivery beat (section)	投遞地段
Delivery book	投遞郵件簿
Delivery fee	投遞費
Delivery inspector	差長, 稽查差
Delivery radius	投送界
Delivery radius, local	當地投送界
Demand, to	請求, 要求
Demand de { de correspondance } retrait { de Colis }	請撤回郵件執據
Demand form	呈請購物單
Demand to return mail matter	請寄回郵件執據
Demerit	過咎
Demurrage fees	逾期費
Department	處, 股, 科
Department, Audit	稽核股
Department, Chinese	文牘股
Department, Domestic Development	營業股
Department, General Correspondence	總務股
Department, Postal Supply	供應股
Department, Savings Bank	儲金股
Department, Union	聯郵股
Depart, to	脫離
Departure	開行, 啓程
Dépêche close	封固總包
Deposit, to	存放
Deposit, making	存款

Deposit, withdrawing	提款
Depositor	存款人
Deposits	存款
Deposits, fixed	定期存款
Depth	深度, 厚
Deputy Commissioner's Office	副郵務長辦公室
Deputy Commissioner's Office (Chinese)	華副郵務長辦公室
Deputy Commissioner's Secretary's Office	副郵務長文牘處
Deputy Director General	會辦
Describe, to	敘述
Description	述明
Description(of a parcel, etc.)	包裹等件形勢之述明
Design, to	計畫, 畫
Design	花紋
Design, arch	園橋式
Design, junk	帆船式
Design of postage stamps	郵票花紋
Design, reaper	農穫式
Designate, to	指定
Desk	辦公棹
Despatch, to	發出
Despatch	公文
Despatch, introductory	介紹公文
Despatch register	公文號簿
Despatching Desk, (mail, parcel, insured letter, express, etc.)	(郵件, 包裹, 保險信函, 快遞郵件等等) 封發 棹檯
Despatching Office, (mail, parcel, insured letter, express, etc.)	(郵件, 裹包, 保險信函, 快遞件等等) 封發處
Destinataire	收件人
Destination	寄到之處, 接收處, 寄 往處
Destined for	寄往
Destined to	寄至

Destroy, to	銷毀
Detach, to	揭, 掣下
Detach to	差遣, 派往
Detain, to	扣留
Deteriorate	變壞
Device, private	自用之標誌
Diameter	徑
Diary	日記
Difference	差別, 存款與提款相差 之數
Dimension	尺寸
Dimension in any direction	長寬厚任何一面之尺寸
Diplomatic relations	外交, 外交關聯
Diplomatic valise	各國使館公文郵袋
Direct, to	指揮
Direct	直接
Director General	郵政總局局長
Director General, Co-	郵政總局總辦
Director General, Deputy	郵政總局會辦
Directorate General of Posts	郵政總局
Disburse, to	支付
Disbursement	付款, 付銀
Discharge, to	辭退
Discharge, to (duties)	服, 盡, (職務)
Discount, to	折扣
Discount, at a	照扣
Discover, to	查出, 探悉
Discrepancies	舛錯, 差異
Discretion	明鑒, 裁斷
Discretion, use	運用才思
Disorder, in	紊亂, 不整, 失序
Dismiss, to	撤退
Dismissal	撤退
Distance	路程, 距離
Distribute, to	分給
Distribution	分送, 分派, 分發

Distributor	投遞差
District	郵區, 縣, 區域
District Accountant's Office	會計長辦公室
District Accountant's Secretary's Office	會計長文牘處
District chiefs	郵區首領, 郵務長
District Head (Post) Office	郵務管理局
District Magistrate	縣知事
District, postal	郵務區, 郵區
District transfer (staff)	本區互調
Docket, despatch	公文之案由
Docket, voucher	單據之標目
Document	文件, 案牘
Document, duplicate	副張
Dollar	銀圓
Dollar, at a discount	跌價銀圓
Dollar, clean	淨板銀圓, 光洋
Dollar, chopped	爛板銀圓, 常洋
Dollar, full value	足色銀圓
Dollar, inferior	成色較低之銀圓
Dollar, large	大銀圓, 大洋
Dollar, small	小銀圓, 小洋
Domestic	國內, 境內
Domestic places	國內各處
Draft, to	起稿
Draft, bank	銀行匯票
Draft of despatch	公文草稿
Draw, to	提取, 繪畫, 領取
Drawing and Mapping Desk	繪圖棹/檯
Drawing and Mapping Office	繪圖處
Drop, to	投入
Drop into	投入
Drop into a letter box	投置信箱之內
Due	到期, 欠, 因
Due course, in	屆時
Duo-decennial	每十二年

Duplicate	副張, 補件
Duplicate, (A.R., M.O., etc.)	(回執等項)補件
Duplicate cover	補寄之件
Duplicate, in	備具正副各一分
Duplicate receipt	副收據
Dutiable articles	應稅物品
Duties, ordinary	尋常職務
Duty, customs	關稅
Duty, export	出口稅
Duty free	免稅, 已免稅釐
Duty, import	進口稅
Duty, on	值班
Duty paid	已完稅課
Duty, special	特差, 特別職務

Echantillon de marchandise	貨樣
Economy	節儉, 樽節, 經濟
Economize, to	節省, 減省
Edges of each join	各縫口
Editor	主筆
Efficiency	勤敏, 成效
Emanating from	發自
Embezzle, to	監守自盜, 侵蝕
Employee, postal	郵政人員
Employee's behaviour towards the public.	人員招待公眾之態度
Employment, to apply for	請求錄用
En clair	譯文, 明碼
En route	中途
Enclose, to	附送, 裝入
Enclose in a letter	裝於信內
Enclose in a sealed cover	裝於印誌封套內
Enclose in an envelope	裝於信封內
Enclosure	附送之件, 附件
Endorse, to	簽押
Enemy	敵人
Enemy countries	敵國
Enforce, to	施行
Enquire, to	詢查
Enquiries Desk	詢事棹/檯
Enquiry fee	查詢費
Enter, to	登記
Enter in a register	登入簿內
Entrust, to	委託
Entry, an	一項, 一行, 一筆
Envelope	封套
Envelope, back of	封皮背面
Envelope, face of	封面
Equal to	等於, 相等
Equipments	裝設之件, 用品
Erase, to	擦改

Error	錯, 錯誤
Escort, to	押送
Escort	押送員
Establish, to	設立
Establishment	局所, 建築
Establishments, major	大局, 較要局所
Establishments, minor	小局, 次要局所
Estimate, to	估計
Estimate	概算
Estimates of expenditures	支出概算
Estimates of receipts	收入概算
Ex officio	兼理, 兼差
Examination	考試
Examination papers	試卷
Examine, to	查驗, 試驗, 考驗
Exceed, to	逾, 超過
Excess	逾, 超過, 額外
Excess baggage	額外行李
Excellent Crop (decoration)	嘉禾章
Exception	例外, 不在此限
Exceptionally granted	特准
Exchange, to	互換, 交換, 兌換
Exchange, direct	直接互換
Exchange, gain by	撥兌銀錢之餘利
Exchange, loss by	匯換銀錢使用費
Exchange, Office of	互換局
Exchange, regular	定期交換
Exchange, rate of	兌換行情
Exclusive right	特權
Executive chief	辦事首領
Executive staff	辦事人員
Exempt from, to	免
Exempt from postage, to	免納郵費
Expéditeur	寄件人
Expenditure	開銷, 費用, 支出
Expenditure, incidental	臨時費用

Experiment, to	試驗
Experimental	試用, 試行
Explain, to	解明, 聲明
Explanation considered unsatisfactory	理由認為不充足
Explanatory note	註解
Explosive substances	爆烈物品
Express, to	聲明
Express	加快
Express circular	傳單
Express delivery	快遞
Express delivery office	快遞信件局
Express Desk	快遞棹/檯
Express letter	快信, 加緊信件
Express letter service	快信班, 快信事務
Express Office	快遞處
Express train	快車
Express Window	快遞窗口
Extend, to	擴充
Extension	推廣, 擴充, 推行
Extension, (leave)	展假, 續假
Extra	另外
Extra copy	餘出之分, 另分
Extraordinary	非常, 異常

Face value	額值, 票面價額
Facsimile	同樣
False declaration	捏報
False money	偽銀
False statement	僞報
Falsify, to	假冒, 偽造, 僞託
Fatty substances	油膩物品
Fee, insurance, etc.	保險等費
Feuille d' avis	寄信清單
Feuille de route	郵件清單
Fictitious names	匿名, 偽造之姓名
Field Post Office	軍事郵遞所
Figures	數目
File, to	歸檔
File	案卷, 檔冊
File away a document	收存公文, 存案
File, special	特別檔冊, 特別案卷
Filing cabinet	檔櫃
Fill in, to	填寫
Finance	經濟
Financial results	經濟結果
Findings	查得各節
Fine, to	懲罰
Fine	罰款
Fines on seizures	緝獲私運郵件罰款
Fines on staff	員役罰款
First delivery	第一次投遞
First opportunity	第一次有便時
Fix, to	規定
Fixed number	定額, 規定之數
Fixed separately by regulations	另以章程規定
Fixtures	不動之裝設物件
Flap	封口處
Floating balance	浮存款項
Flooded	被水淹沒, 充斥
Fluctuation	銀錢行情漲落

Flying seal, under	露封
Fold, to	摺疊
Foolscap	全箋
Foot-boat	脚划船
Foot couriers	步差
Foot-note	下端註解
Forbid, to	示禁
Forbidden	不准, 禁止
Forbidden article	禁寄之件
Force majeure	人力難施之事
Foreign	外國, 外洋
Foreigner	外國人, 洋人
Forge, to	假造, 假冒, 偽造, 作僞
Forgery	假造, 假冒
Forgery, guilty of	假冒之罪, 假造之罪
Forms:	單式
<i>B.—Staff Forms:</i>	B 字人員所用單式
Address Book (B.—18)	人員住址簿
Agreement to join Guarantee and Provident Fund (B.—60x)	保證金及防後金請願書
Application for employment as Candidate Clerk (B.—4)	委用郵務員請願書
Application for employment as Yu-wu-sheng (B.—6x)	委用郵務生請願書
Certificate of appointment for agents (B.—28x)	郵寄代辦執照
Certificate of appointment for District Inspectors (B.—27x)	巡員委任狀
Certificate of appointment for 2nd and 3rd Class Postmaster (B.—26x)	二三等郵局長委任狀
Certificate of verification of security bond (B.—54)	查核保證書知照單
Confidential report (B.—35 and 36)	秘報
General Daily Attendance Book (B.—33)	每日畫到簿

Letter of Appointment for Clerk (B.—29)	郵務員委任狀
Letter of Appointment for Yu-wu-sheng (B.—30x)	郵務生委任狀
Medical Certificate (B.—40)	醫生憑證, 診驗憑單
Memo of service (B.—8) and (B.—9)	履歷單
Return of Yu-wu-sheng (B.—23)	郵務生更動按季報告表
Rules and Instructions for couriers (B.—52x)	郵差規則
Rules and Instructions for Postmen (B.—51x)	信差規則
Security Bond (B.—5x)	保證書
Special form to serve as record of Security Cash Deposit, Yearly Gratuities, and Staff Record (B.—53x)	押款年賞紀錄等記載簿
Staff Record (B.—14) and (B.—15)	人員紀錄表
Staff Summary (B.—12) and (B.—13)	人員履歷簿
<i>C.—Account forms:</i>	C 字帳務單式
Abstract Account (C.—112 and 113)	出入帳目總結
Agency Account (C.—151x)	代辦所帳目清單
Annual gratuities (C.—60)	年賞清單
Application for grant and/or stamps (C.—155x)	請發協款或郵票之單據
Authority to draw salary for self (C.—37)	請人代支薪水執據
Bill and receipt for newspapers with “Bulk ” privileges (C — 211)	總包新聞紙之帳單及收據
Bill and receipt for newspapers with “Special marks ” (C.— 210)	立券新聞紙之帳單及收據

Box Office day book (C.—33)	信櫃郵件登記簿
Cashed Money Order Certificate Slip (C.—138x)	兌出匯票數目小條
Certificate of balance in bank (C.—87 and 88)	銀行存款憑單
Despatch to Co-D. G.: Claim for travelling expenses (C.—209)	請總局總辦發還旅費之公文
Despatch to Co-D.G. forwarding quarterly abstract a/c (C.—205)	寄呈總局總辦出入帳目總結表之隨行公文
District Head Office Cash Book (C.—167),	管理局出入總帳簿
District Summary (C.—99)	郵區總結表
Estimate and Budget of receipts and expenditure (C.—124)	收入及支出概算及預算表
First Class Office Cash Book: Receipts and Payments (C.—164)	一等郵局出入總帳簿
General P. D. S. Account (C.—14)	欠資郵票總帳
General Stamp Account (C.—1)	郵票總帳單
Inland Office Journal (C.—143x)	內地局按日登記出入帳目清單
Inland Office requisition for revenue stamps (C.—94x)	印花稅票單照
Inland Office revenue stamp Account (C.—93x)	內地局印花稅票月報清單
Inland Office stamp account (C.—148)	內地局郵票清單
Inland P. D. S. Account Summary (C.—12)	內地欠資郵票總帳
Letter of advice for forwarding remittance or acknowledging grant (C.—145x)	發銀及收銀執據
List of P. D. S. mail memo received (C.—9)	收到欠資郵件總單

Memo. of Remittance sent to Grant received from another District (C.—183)	與各區劃撥款項清單
Memo. of trade charge collected (C.—191)	代收物價清單
Memo. requesting return of cash money order certifi- cates for verification (C.— 213)	請退兌出匯票單據
Memo. requesting return of money order advices, etc. (C.—214)	請退匯票核對據等之單 據
Memo. returning expired M. O. advices (C.—215)	退回逾期未兌之匯票核 對據清單
Official Statement of financial results (C.—182)	郵政款項之預報
Pay card (C.—43)	領薪水牌
Pay List (C.—31)	薪水單
Pay voucher (C.—50), (C.—51), (C.—52)	支出款項憑單, 收據
P. D. S. daily Account (C.—10)	欠資票日記帳單
P. D. S. mail account (C.—8)	欠資郵件帳單
P. D. S. monthly summary (C.—13)	欠資票月結帳單
Petty cash account book (C.—202)	零用帳簿
Petty cash voucher (C.—51)	零用帳目憑單
Postage - due - stamp register (C.—180)	欠資郵票登記簿
Postage stamp register (C.— 179)	郵票登記簿
Publication account (C.—27)	郵政出版物帳單
Quarterly inland office P. D. S. & publication account (C.—7x)	內地局欠資帳目清單
Receipt for newspaper contract fees deposited (C.—212)	立券或總包新聞紙預 存寄費之收據
Receipt voucher (C.—20) and (C.—21)	收入款項憑單

Register of demands for supplies (C.—194)	請領公用物料登記簿
Register of floating balance of 2nd Class Office (C.—201)	二等郵局浮存款項登 記簿
Register of remittances and grants within district (C.—203)	本郵區互撥款項登記簿
Register of security cash de- posits (C.—196 & 197)	押款登記簿
Remittance voucher to Co-D. G's. account (C.—185)	匯解總局總辦款項之 憑單
Requisition for postcards (C.—178)	請領明信片單據
Requisition for stamps (C.—176)	請發郵票清單
Requisition, letter of advice, and receipt for stamps sent to a Post Office (C.—146x)	郵票單照
Return of proposed monthly remuneration to Agents (C.—129)	條陳代辦每月酬金年報
Revenue stamp account (C.—89)	印花稅票帳單
Revenue stamp register (C.—96)	印花稅票登記簿
Rewards to seizing officers: voucher (C.—80)	緝獲違章之賞款收據
Rough Cash Book (C.—166)	流水帳簿
Schedule of advance (C.—103)	預支款項之憑單
Schedule of balance (C.—107)	存款憑單
Second Class Office account (C.—144x)	二等郵局帳單
Security Cash Deposit Card (C.—195x)	押款牌
Statement of expenditure (C.—67) to (C.—70)	旅費帳單
Statement of money orders cashed at each Office (C.—189)	各局兌出匯票報告表
Statement of sale of revenue stamps (C.—91)	售出印花稅票報告表

Summary of financial and Statistical Results of each Agency (C.—120)	各代辦所經濟成績及統計成績總表
Summary of financial results of each 1st, 2nd, and 3rd Class Office (C.—119)	各一二三等郵局經濟成績總表
Summary of receipts and payments of each establishment (C.—116)	各局出入帳目總結表
Summary of results of 2nd Class Office Section (C.—152x)	二等郵局段內各郵寄代辦所帳目總結表
Taxed Mail Matter Memo. (C.—4)	欠資招貼
Third Class Office Account (C.—153x)	三等郵局帳目清單
Unpaid Correspondence Memo. forwarding and acknowledging (C.—5)	欠資郵件清單
Weekly List Of Trade Charge Parcels Forwarded (C.—192)	寄發代收物價包裹星期報告表
<i>D.—Office forms:</i>	D 字局內辦公單式
Accounts inspection report on agencies (D.—321)	巡查各代辦所帳務報告
Accounts inspection report on offices (D.—320)	巡查各局帳務報告
Acknowledgment of receipt (D.—6)	收件回執
Addressee's receipt for parcels (D.—53x)	收包人之收據
Addressee's receipt for registered article (D.—8x)	收件人之收據
Annual memorandum of postal organisation and financial results (D.—250)	郵政組織及經濟成績之年報
Application for redirection of correspondence (D.—179)	請轉寄郵件執據

Application to withdraw mail matter (D.—177)	請撤回郵件執據
Certificate of registry for Chinese postal establishments (D.—26)	民局掛號執照
Chit book for ordinary mail matter collected by rural postmen (D.—3lx)	村鎮信差攬收郵件簿
Chit book for ordinary mail matter delivered by rural postmen (D.—30x)	村鎮信差送郵件簿
Closed mail transit statistics form (D—261)	總包郵件運費統計表
Combined receipt for mails (D—25)	輪船包封收據
Combined receipt for parcel (D—52)	包裹執據
Combined receipt for registered article (D—5)	掛號執據
Customs declaration (D—54)	報稅清單
Cycle record card (D—317)	自行車記載牌
Declaration of clubbed mails “Late posted” (D—27)	補繳民局包封郵資清單
Demand to return mail matter (D—17s)	請寄回郵件執據
Despatch register: incoming (D—276)	接收公文號簿
Despatch register: outgoing (D—275)	寄發公文號簿
Despatch reporting assumption of charge (D—307)	呈報接任職務公文
Despatch reporting surrender of charge (D—305)	呈報交卸職務公文
Detailed record of mail matter received or despatched (D—247)	寄發或接收國外郵件詳細清單

Domestic parcel bags or baskets forwarded through Hongkong (D—69) to (D—71)	經由香港轉遞包裹篋袋統計表及登記簿
Express delivery slips (D—20)	快遞專據
Express letter bill (D—18) & (D—19)	快信清單
Fine slip for courier (D—329x)	郵差罰款單
General requisition for forms (D—226)	請領公用單式
General return of all mail matter dealt with (D—242)	郵件歸算清單
General return of all mail matter dealt with (English and Chinese) (D—264)	結算各類郵件統計之總結單
General return of all parcels dealt with (English and Chinese) (D—265)	結算各類包裹統計之總結單
Inquiry as to delay in delivery of test letters or test slips (D—326)	查詢查驗專函或專單之延誤投送情由單
Inspection report on agencies (D—319)	巡查各代辦所報告
Inspection report on offices (D—318)	巡查各局報告
Inspector's journal (D—322x)	巡員日記
Insured letter service: Authority to sign (D—103)	請代收保險信函之執據
Insured letter service: Journal of insured letters (D—106)	收到保險信登記簿
Insured letter service: Letter bill (D—102)	保險信清單
Insured letter service: Notice of arrival of insured letter (D—107)	保險信件寄到知單
Insured letter service: Notice to office of destination (D—104)	寄發保險信通知單
Insured letter service: Receipt from addressee (D—109)	保險信收件人收據

Insured letter service: Receipt to sender (D—101)	給發寄保險信人之收據
Insured letter service: Record book (D—103)	保險信登記簿
International parcels: Avis de non remise (D—92)	國外包裹查詢及回報專單
International parcels: Avis pour demander le retour (D—91)	請求撤回或改寄國外包裹執據
International parcels: Bordereau mensuel (D—88)	國外包裹登記簿
International parcels: Bulletin d'expédition (D—85)	國外包裹報稅單
International parcels: Compte récapitulatif des états mensuels (D—87)	國外包裹轉寄費帳單
International parcels: Etat mensuel (D—90)	國外包裹運費按月報告表
International parcels: Feuille de route (D—86)	國外包裹清單
Issue of forms to departments (D—228)	給發本局各辦公處單式清單
Issue of forms to Head Office staff (D—229)	給發管理局內人員所用單式清單
Issue of forms to offices and agencies (D—227)	給發各局所單式清單
Journal of registered articles received (D—7)	收到掛號登記簿
Letter bill (D—1) & (D—2)	寄信清單
List of complaints, etc. (D—310)	收受控訴案由清單
List of houses, etc. leased by C.P.O. (D—309)	郵政租房表
List of property owned by C.P.O. (D—308)	郵政所有產業表
Local delivery special return (D—245)	交局就地投送各件歸算清單

Mail à déconvirt: Transit statistics forms (D—230)	散寄之國外郵件
Mail bill for box offices (D—3x)	信櫃請單
Mail notice (D—22)	收信時刻單
Mail time tables (D—278)	封發郵件時刻表
Memo of claim for indemnity (D—304)	請賠償單
Memo of particulars and notice of new establishment (D—280)	新設郵局詳細通知單
Memo of particulars: C.P.O. establishment (D—279)	設立郵局詳細報告單
Memo of particulars of loss of mails (D—297)	意外遺失郵件清單
Memo of stationery (D—223)	文具報告表
Memorandum requesting the acknowledgment of receipt of test letters or slips (D—327)	請查收查驗專函或專單之公函
Mistake label: Letters (D—203)	信函舛錯小條
Mistake label: Papers (D—207)	新聞紙舛錯小條
Money orders: Acknowledgment of payment (D—140x)	發銀回帖
Money orders: Application form (D—131)	請購匯票單
Money orders: Form (D—130x)	匯票單式
Money orders: List of money order rates (D—141)	匯費表
Money orders: Register of advices received and cashed (D—135x)	隨收匯銀核對據及兌付登記簿
Money orders: Register of issued (D—137)	隨發匯票登記簿
Newspapers: Certificate of registration (D—33)	特准掛號新聞紙之執據
Newspapers in bulk: Certificate of Authority (D—41)	准予裝卸總包新聞紙之憑照

Newspapers in bulk: Notice of registration (D—40)	准予掛號認為總包新聞紙之通知單
Newspapers: Record book of particulars of each sending (D—43)	每次交寄立券新聞紙登記簿
Newspapers: Record slip of particulars of each sending (D—42)	每次交寄立券新聞紙核算郵費小條
Newspapers with “special marks” Memo of particulars (D—39)	請准立券利益之詳細清單
Notice of parcel lying at office (D—56)	領包招帖
Notice of receipt of cover without contents (D—331)	收到包皮內容已失之通知單
Parcel baskets Memo of gross weight (D—63)	包筐連皮重量單
Parcel way bill (D—55)	包裹清單
Pro forma slip for dater (D—237)	日期戳記之式樣小條
Quarterly return of sorters and lower employees (D—328)	揀信生及差役報告表
Reclamation for missing union mail matter (D—182) & (D—183)	請查遺失國外郵件單據
Reclamation for missing union parcel (D—184)	請查遺失國外包裹單據
Record of forms (D—230)	公用單張登記簿
Record of incoming military mails, etc. (D—29x)	接收軍隊及衙署公文登記簿
Record of outgoing military mails, etc. (D—28x)	寄發軍隊及衙署公文登記簿
Record of stationery (D—222)	文具登記簿
Record of test letters and test slips (D—325)	查驗專函及專單
Record of unaddressed advertisements (D—316)	不註明收件人通告之記載單

Register of duties collected on parcels (D—74)	所收包裹稅釐登記簿
Register of parcels despatched (D—64)	寄發包裹簿
Register of parcels received (D—65)	接收包裹簿
Register of reclamations for missing articles of mail matter (D—181)	查單存根簿
Registered letter bill (D—4)	掛號信件清單
Request for withdrawal of mail matter or correction of address (international) (D—176)	請撤回或更改國外郵件住址單據
Requisition for bicycles, etc. (D—234)	請領自行車單據
Requisition for daters (D—236)	請領日期戳記單
Requisition for forms or stationery (D—218)	請領公用單張或文具單
Requisition for mail bags (D—235)	請領郵袋單
Requisition for requirements of Service (D—233)	請領公用物料單
Return of all parcels dealt with (D—243)	包裹歸算清單
Return of Chinese clubbed mails dealt with (D—244)	民局包封歸算清單
Return of insured letters dealt with (D—263)	保險信統計表
Return of particulars of articles seized (D—292)	拿獲違章郵件之案由清單
Return of service movements (D—287)	人員更動表
Return of statistics of international mail matter (D—266)	結算國外郵件統計之總結單
Reward slip for courier (D—330x)	郵差賞款單

Sheets for special subject correspondence register (D—277)	登記特別公文散張
Statement of mail matter collected and delivered and stamps sold by rural postmen (D—32x)	村鎮郵差售出郵票及收送郵件報告表
Summary of all international mail matter received and despatched (D—248)	收發國外郵件統計表
Test letter (D—323)	查驗專函
Test slip (D—324)	查驗專單
Tracer for ordinary mail matter domestic (D—185)	國內普通郵件查單
Tracer for registered or express mail matter, insured letters and parcels (D—186)	國內掛號暨快遞郵件及保險信件以及包裹之查單
Undelivered correspondence: Memo returning (D—157)	無法投遞郵件清單
Undelivered correspondence: Memo returning, registered (D—158)	無法投遞掛號郵件清單
Undelivered correspondence: Sender's reply to (D—160)	無法投遞回報專單
Undelivered correspondence: Slip returning (D—155x)	退回無法投遞之小條
Undelivered correspondence: Statement of registered and official (D—159)	無法投遞查詢專單
Undelivered correspondence: Yearly statement (D—161)	無法投遞郵件之年報
Union letter bill (D—11)	國外寄信清單
Verification certificate (D—172) & (D—173)	驗證執據
Way bill for courier (D—24x)	排單
Way bill for Yangtze river mails (D—23)	揚子江上下游郵件排單

<i>S.B.—Savings Bank Forms: S.B. 字儲金單式</i>
Annual report of deposits and withdrawals (S.B.—19)	存款及提款報告表
Application for opening an account for Self (S.B.—1).	郵政儲金立帳請願書
Application for opening an account for a school (S.B.—3)	學校或公益團體郵政儲金立帳請願書
Application for opening an account for an illiterate (S.B.—4)	不能書寫人郵政儲金立帳請願書
Application for opening an account for minor or disabled person (S.B.—2)	未成年 } 郵政儲金立帳請願書 不能自理事務人 }
Daily account of deposits and withdrawals (S.B.—8)	存款及提款每日帳目清單
Daily cash statement (S.B.—9)	逐日現款清單
Deposit slip (S.B.—5)	郵政儲金存款單
General savings stamp and pass-book a/c (S.B.—11)	儲金郵票及儲金簿總結表
Interest advice slip (S.B.—14)	郵政儲金局利息知照單
Ledger (S.B.—10)	儲金總帳
Nomination (S.B.—18)	授款書
Pass Book (S.B.—7)	儲金簿
Register of savings stamp and pass-book (S.B.—12)	儲金郵票及儲金簿登記簿
Savings card (S.B.—13)	郵政儲金券
Savings postage stamps daily statement (S.B.—20)	儲金郵票逐日登記表
Semi-annual statement of interest (S.B.—15)	半年利息總單
Summary of deposits and withdrawals (S.B.—16)	存款及提款總單
Test letter (S.B.—17)	稽核款項短簡
Withdrawal slip (S.B.—6)	郵政儲金提款單
Forward, to	寄往
Forward from office to office	排遞, 挨局傳遞
“Forward” mail matter	轉寄之郵件

Forward on, to	向前傳遞
Forwarded as an enclosure	附送, 按附件送呈
Fraction	零數, 奇零
Fraction of a cent	一分以內之奇零
Fraction of a dollar	一元以內, 不及一元之 零數
Fragile	易於破碎
Franc	佛郎
Frank, to (stamps)	黏貼(郵票)
Franked	滿資, 已貼郵票, 納費
Fraud, to	詐欺
Fraud	詐欺之事, 騙舉
Free of	免, 蠲免
Freight	運脚
Frontier	邊境
Frontier exchange	邊境互換
Frontier Office	邊境局所
Full	滿, 全
Fully loaded	裝滿
Fumigation	燻灼
Function, to	辦理
Functions	職務
Fundamental principle	根本主義
Funds	款項
Funds, movement of	匯兌互撥各款
Funds, official	公款
Funds, private	私款
Furnish, to	供備, 具呈, 呈具
Furniture	傢具
Furniture, official	公置傢具

Garage	汽車房
Gazette, to	列載
Gazette (newspapers)	報紙
Gazette, official	官報
Gazette, monthly	月刊
Gazetted	被列, 已列爲
General	普通
General Instructions for Agents	郵寄代辦規則
General office	大公事房
Generally	大抵, 大概
Girth	橫周
Glassware	玻璃物品
Good conduct	優行, 品行優美
Good conduct stripes	優行袖章
Government Gazette	政府公報
Government institution	政府機關
Government railways	國有鐵路
Grade	級
Gramme	格蘭姆, 公分
Grand total	統共
Grant, to	允准
Grant	協款
Granted postal transmission	准予郵寄
Grants from local authorities	由本地官庫發給之協款
Grants from Ministry	本部發給之協款
Gratuity	酬勞, 年賞
Guarantee, to	擔保, 保
Guarantee and Provident Fund	保證金及防後金
Guarantee and Provident Fund Desk	保證金及防後金棹/檯
Guarantee, money deposited as	抵押銀
Guarantor	保人
Guide, to	指引, 指導
Guide	指南, 嚮導
Guide, postal	郵政章程
Guild	會館

Haikwan Fael	關平銀
Hand, to	交
Hand in	交入
Hand over	移交, 交代
Headings	門, 項, 款, 目
Heavy	重
Heating plant cellar	蒸氣間
Hermetically sealed	嚴密封裝
Holidays	放假日, 休息日
Hong boat	航船
Hongs, native letter	民信局
Hours, business	辦事時刻
Hours of despatching of mails	發郵件時刻
Hours of closing mails	封郵件時刻
Hours, office	辦公時刻

I Chan	驛站
Identify, to	證實, 認實
Identity	的確, 屬實
Identity, doubtful	疑有假冒, 難證其爲的確
Identity, to prove	證其的確
Immediate	立即, 最近, 現行
Immediate, superior	該管人員, 主管上司
Important	緊要
Important note	要函
Importation	入口, 寄入
Impress, to	加蓋, 銘印於心
Impress dater, to	加蓋日期戳記
Impression of dater	日期戳記之印跡
Impression of dater, imperfect	日期戳記印跡不清
Imprimés	刷印物
Improve, to	整頓, 改良
Improvements	進益
Inaugurate, to	創辦, 開幕
Inaugurate a post office	創辦郵局, 郵局開幕
Incoming	寄來, 進口
Increase, to	增添
Increase	增加
Incumbent, present	現任
Incumbent, former	前任
Indemnify, to	賠償
Indemnity	賠款, 賠抵
Indemnity entertained	准予賠償
Indemnity refused	否認賠償
Index	目錄
Infect, to	傳染
Infected	受有傳染
Infested	充斥
Inflammable substances	引火物品
Inform, to	通知
Inform by a letter	函告

Inform by a wire	電告
Informant	通報人
Informant fee	通報人賞格
Initial, to	簽押
Initial	開始
Initiate, to	起首, 經始
Initiative	長於發明, 才思靈敏
Ink (chinese)	墨
Ink (foreign)	墨水
Ink impression	以印色蓋印
Ink, stamping	印墨油
Inland	內地
Inland Accounts Desk	內地帳務棹/檯
Inland Accounts Office	內地帳務處
Inland Control Desk	內地管理棹/檯
Inland Control Office	內地管理處
Inland extension	內地擴充
Inquire, to	查明, 探詢
Inquiries, to make	查詢
Inquiry impossible	無從查辦
Inscribe, to	標明
Inscription	所標字樣
Inscription on an envelope	信封面上字樣
Inspect, to	巡查
Inspection report	巡查報告
Inspection, retained for	保存以便查驗
Inspection section	巡查區域
Inspection, tour of	巡查週行
Inspector	巡員
Inspector, chief	領袖巡員
Inspector, local	當地巡員
Inspector, sectional	區段巡員
Inspector's journal	巡員日記簿
Inspector's Office (chief)	領袖巡員處
Inspector's Office (local)	當地巡員處
Inspector's Office (sectional)	分段巡員處

Install, to	裝設
Installation	裝設
Instalment	批, 分批交付
Institute, to	創辦, 建設
Insufficient	不敷
Insufficiently addressed	住址不全
Insufficiently prepaid	資費未預付足
Insurance	保險
Insurance fee	保險費
Insurance, limit of	保險之額限
Insure, to	保險
Insured	保險
Insured Letter Desk	保險信函棹/檯
Insured Letter Office	保險信函處
Insured Letter Window	保險信函窗口
Insured parcel	保險包裹
Insured postal article	保險郵件
Intact	毫無更動
Inter-district transfer (staff)	各區互調
Inter-provincial	各省互相往來
Inter-provincial rate	各省互匯資例
Intercept, to	截留, 留難
Interest	利息
Interest accrued thereon	所生利息, 其利息
Interest notice	息單
Interest on bank a/c	存銀利息
Interest, take	關心
Interior	內地
Internal loan bonds	內國公債票
Internal regulations	國內章程
International	萬國, 國外, 外洋各國, 國際
International reply coupon	國際回信郵票券
International war	國際戰事
Interrupt, to	攔阻
Interrupted	阻斷

Introduce, to	介紹, 開辦, 施行
Invalided	因病休致
Inventory	傢具單
Investigate, to	調查
Investigate cause of delay, to	調查遲滯緣由
Inviolable	不可侵犯
Invoice	發票, 發貨單
Inward	寄來, 進口
Irregularities	不合事項, 不合之處
Irrespective of distance	無論程途遠近
Irrespective of weight	不論重量如何
Issue, to	發給, 發出, 發行
Item	節目

Join, to	入, 連接, 加入
Join the service, to	入局, 初到
Journal	登記簿
Journey, to	旅行
Journey	路程, 程途
Just, to be	公平
Justice	公正

Kilo (Kilogramme)

Kilometre

Knot of a string

Kuan pao

Kunghan

Kung pao

Kung pao Desk

Kung pao Window

基羅, 公斤

基羅邁當, 公里

繩結, 繩之結扣處

官報

公函

公報

公報棹/檣

公報窗口

Label, to	貼簽, 繫簽
Label	牌, 簽
Label with metal eyelet	嵌以金屬小孔之紙牌
Late-posting (Minchū)	臨時在輪船火車交寄
Lao-ti-shui	落地稅
Laodah	舵夫, 舵工
Law, punished by	依法懲治
Law court	法庭
Lawsuit	訟案, 訴訟
Law, against	違法
Lead seal	鉛封
Lead seal clipper	鉛質封誌夾子
Lease, to	租賃
Lease	租契, 租約
Leave, to	離開
Leave	假
Leave, absent without	擅行離局
Leave, apply for	請假
Leave, Directorate	由郵政總局准假
Leave, long	長期假
Leave, on the expiration of	假滿
Leave, short	短假
Leave, sick	病假
Legal	合法
Legal formalities	法律上之手續
Legal money	法定錢幣
Legal representative	合法代表
Length	長, 長度
Letter	信函, 字母
Letter bill	寄信清單
Letter Bill Filing Desk	清單存案棹/檯
Letter Bill Filing Office	清單存案處
Letter bill, insured	保險信清單
Letter bill, express	快信清單
Letter box	信箱
Letter box, cleared from	由信箱內所提

Letter box, dropped into	投置信箱之內
Letter box, found in	收自信箱
Letter box, private	自裝之信箱
Letter-card	郵製信箋
Letter hong	民信局
Letter mail time table	發信時刻表
Letter of appointment	委任狀
Letter of introduction	介紹公函
Liabie to	應, 必須, 得, 難免
Liabie to fine	難免被罰
Liabie to postage anew	難免另納資費
Liabilities	所負之責
Liability	責成
License	執照
Light	輕
Likin	釐金, 釐捐
Likin Office	釐金局
Limit, to	限止
Limit	限額
Limit of size	尺寸之限止
Limit of weight	重量之限止
Ling	令
Linguist	諸悉洋文
Liquid	流質
List	清單
List of Post Offices	通郵處所集
List of property owned by C. P. O.	郵政公產表
Local	當地, 本地
Local delivery system	當地投遞辦法
Local distribution	本埠分送
Local firms, well known	當地知名鋪商
Local Office	當地郵務處
Locality	地點, 地方
Localities devoid of postal facilities	未通郵處所
Lock, to	鎖
Locked receptacle	加鎖之裝器

Loss	損失,遺失
Loss by exchange	兌換銀錢使用費
Loss of mail	遺失郵件
Lower employee	各項差役

Magazine	雜誌
Magistrate	知事
Mail, to	寄, 交寄
Mail	包封, 郵件
Mail bag	郵袋
Mail Bag Recording Desk	登記郵袋棹/檯
Mail basket	郵筐
Mail bill for box-offices	信櫃郵件清單
Mail, carriage of	運送郵件
Mail cart	郵車
Mail compartment	郵件專欄
Mail cover	郵件封套
Mail, damaged	損傷之郵件
Mail, domestic	國內郵件總包, 國內郵件
Mail escort	押送郵件人
Mail Escort Desk	押送郵件棹/檯
Mail Escort Office	押送郵件處
Mail escort officer	押送郵件員
Mail, express	快信總包, 快遞郵件
Mail, foreign	國外郵件, 國外郵件總包
Mail, fumigation of	煙灼郵件
Mail, heavy	重班郵件
Mail, in transit	轉寄郵件, 轉寄郵件總包
Mail, incoming	進口郵件, 寄入郵件
Mail, insured	保險郵件, 保險信總包
Mail, inward	寄到郵件, 寄到郵件總包
Mail, light	輕班郵件
Mail lines	郵路
Mail matter	郵件
Mail matter dealt with	經辦郵件
Mail matter, domestic	國內郵件
Mail matter, forbidden	違禁郵件
Mail matter franked for local- delivery	就地投送付足資費之郵 件
Mail matter, in transit	轉寄郵件
Mail matter, international	國外郵件

Mail matter, inward international	國外遞到之郵件
Mail matter, ordinary	普通郵件
Mail matter, outward international	寄往國外之郵件
Mail matter, registered	掛號郵件
Mail matter, taxed	欠資郵件
Mail matter to be called for	存局候領之郵件
Mail matter transmitted by rail	火車運送之郵件
Mail matter under contract	立券郵件
Mail matter, unfranked	欠資郵件
Mail, men-of-war	兵船郵件包封
Mail, military	軍事郵件
Mail notice	封信時刻告白
Mail, ordinary	普通郵件, 普通郵件總包
Mail, outgoing	出口郵件, 發出郵件
Mail, outward	寄出郵件總包
Mail, parcel	包裹總包
Mail, registered	掛號郵件總包
Mail room (steamer)	輪船專欄
Mail service	郵班
Mail service, bi-daily	間日郵班
Mail service, daily	逐日郵班
Mail service, day-and-night	晝夜兼程郵班
Mail service, fast	快班
Mail service, tri-daily	每三日一次之郵班
Mail steamer	郵船
Mail Store Room	存儲郵件房
Mail, supplementary	補發之郵件總包
Mail time table	郵路時間表
Mail, to close	封裝郵件
Mail van	郵車, 郵政專車
Maintain, to	維持
Make, to	作, 造
Make good	彌補
Make out	備具
Make up	彌補, 補水

Mimeograph, to	謄寫
Mimeograph Desk	油印棹/檯
Minchū	民局
Minimum	至少,至小
Minister	部長,總長,公使
Minister, vice	次長
Ministerial order	部令
Ministerial order (decoration)	本部獎章
Ministry	部
Ministry of Communications	交通部
Misdelivery	悞投
Missend, to	悞送,悞寄
Missent	悞送,悞寄
Missing articles	遺失之件
Missing number	脫落之號數
Missort	錯揀
Miss, to	失悞
Miss train connection, to	錯過火車之銜接
Mode of conveyance	運送方法
Modern	新式,時式
Modern building	時式建築
Modification	修改
Monetary value	具有銀錢價值
Money order	匯票
Money order advice	匯銀核對據
Money order, to cash	兌付,兌取
Money order cashed	兌出匯票
Money Order Cashing Desk	兌付匯票棹/檯
Money Order Cashing Office	兌票局
Money Order Cashing Window	兌付匯票窗口
Money Order Checking Desk	核對匯票棹/檯
Money Order Clearance Office	清理匯票處
Money Order Desk	匯票棹/檯
Money order, duplicate	補發之匯票
Money order fee	匯費
Money order issued	發出匯票

Money Order Issuing Desk	開發匯票棹/檯
Money Order Issuing Office	發票局
Money Order Issuing Window	開發匯票窗口
Money Order Office	匯票處, 匯兌局
Money order office A	甲類匯兌局
Money order office Aa	特類匯兌局
Money order office B	乙類匯兌局
Money order “on service”	公事匯票
Money order rates	匯票資例
Money order transaction	匯兌
Money order uncashed	未兌匯票
Money Order Window	匯票窗口
Monopoly	專辦, 特權
Monthly report of occurrences	月報
Morphia	嗎啡
Morphia (pills)	嗎啡藥丸
Motor-car	汽車
Motor-lorry (truck)	汽車
Munitions of war	軍械, 軍器, 軍需各品
Mutual agreement	雙方允認
Mutual consent	雙方核准
Mutual convenience	雙方便利
Mutual exchange of mail matter	互相交換郵件

Nationality	國籍
Native posting establishments	民局
Nautical mile	海里
Navigation company	輪船公司
Neglect of duty	任事疏忽
Net	淨
Net payments	純淨支出款項
Net weight	淨重, 除包皮重量
Neutral	中立
New year cards	祝賀新年之明信片
New year gratuities	年賞
News	新聞, 信息
Newspaper	新聞紙
Newspaper, bulk	總包新聞紙
Newspaper Desk	新聞紙棹/檯
Newspaper, forbidden	禁寄之報紙
Newspaper Office	新聞紙處
Newspaper Window	新聞紙窗口
Newspaper with special marks	特准立券新聞紙
Nil	無
Nil document	標書無字之文件
No	無
No longer serviceable	不堪再用
No money order transactions	未辦匯兌
Non-delivery	無法投遞
Non-linguist	不諳洋文
Non-steam served	輪船火車未通者
Non-steam served office	汽機未通之局
Non-steam served places	汽機未通之處
Non union countries	未入郵會各國
None	無
None in stock	毫無餘存
Normal	經常, 常度
Normal conditions	平時
Note, to	記錄, 注意
Note	鈔票, 紙幣

Note, depreciated	減成紙幣, 跌價鈔票
Note (written)	手條
Notice board	廣告牌
Notice of arrival	寄到知單
Notification	通告
Notification, local	當地通告
Notify, to	通告, 通知
Number, to	列號
Number	號數, 數目
Numbered consecutively	挨次編號

Obliterate, to	塗銷, 註銷
Obliterated	已註銷, 已塗銷
Obliteration of postage stamps	塗銷郵票
Observation	註解, 陳說
Observe, to	遵守, 查
Obsolete	作廢
Octroi	落地稅
Occurrences	事件
Offer advice, to	上條陳
Office	辦公室, 處, 所, 局
Office, closed	停辦之局
Office closed	休息
Office concerned	在事之局
Office, controlling	該管局
Office coolie	雜役
Office Coolie Room	雜役房
Office copy	存稿
Office counter	郵局櫃檯
Office, despatching	發寄局
Office en route	中途各局
Office, Head	郵務管理局
Office, 1st class	一等郵局
Office, 2nd class	二等郵局
Office, 3rd class	三等郵局
Office, Sub	郵務支局
Office hours	辦公時刻
Office, important	緊要局所
Office, intermediary	轉寄局
Office, large	繁要局所
Office, less important	次要局所
Office, list of	局所表, 局所清單
Office, more important	較要局所
Office of destination	寄到之局, 接收局
Office of exchange	互換局
Office of origin	原寄局
Office practice	局內日行手續

Office, receiving	接收局
Office, sending	發寄局
Office, small	事務較簡之局
Office, subordinate	屬局
Official business	公務
Official call, to pay	拜會, 晉謁
Official despatches	公文
Official envelope	官封
Official gazette	官報
Official gazettes under contract, fee of	立券官報寄費
Official holidays	公家放假日
Official residence	公備寓所
Official seal	關防
Officially sealed	官局代封, 正式蓋印
Officiate, to	兼理
Officiating	兼理
Oil cloth	油布, 雨布
Oil cloth wrappings	油布包皮
Old age	年老
Omission	遺漏, 漏載
Omit, to	不列
On board (ship, train)	船上, 車上
On Postal Business	郵政事務
On Postal Service	郵政公務
On Probation	試看, 試用
On special duty	充任特差
On the understanding	訂明
On transfer	奉調
Open, to	開拆
Open in presence of a witness	眼同拆看
Open letters, to	開拆信函
Open personally, to	親拆
Open to inspection	開露以便查驗
Opened in error	誤拆

Opening an office	開設郵局
Operation, postal	郵政所辦之事項
Opium	鴉片
Optional	任便, 聽便
Order, to	諭, 令,
Order	令, 囑咐, 次序
Order, Honourary Ministerial	名譽獎章
Order, Ministerial	部令
Order of merit	獎章
Ordinary	普通, 尋常
Organise, to	組織, 設立
Organise a Post Office	創辦郵局
Origin	原, 起點, 發自
Original letter	原信
Original mail matter	原寄之郵件
Original sender of a letter	原寄信人
Originated in	寄發, 來自
Other articles	他項郵件
Ounce	英兩
Outdoor equipment	局外設備, 局外所用 之器具
Outgoing	發出, 出口
Outgoing officer	卸任人員
Outside fastenings	外面結口處
Outward	寄發, 發出, 出口
Over declaration of value	浮報價值
Over insurance	保險數過於原值
Over carried	帶越, 帶越應至之處
Over carry	帶越, 越寄
Over charge, to	浮收
Overland courier	內地郵差
Overland route	旱路
Overland service	旱班
Overland transport	旱路運寄
Overprint, to	加印
Oversea	海外

Oversight

失檢, 遺漏

Overweight

逾重

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Pa-hang-hsin	八行信
Pack, to	封裝
Pack in bundles	結束成捆
Packed in double receptacles	複器封裝
Packing, adequate	封裝完妥
Packing, insufficient	封裝欠妥
P'aitan Desk	排單棹/檯
Pamphlet	小冊
Paper, commercial	貿易契
Paper currency	通用鈔票, 紙幣
Papers of monetary value	有價證券
Par	原價, 同樣
Paragraph	條, 節
Parcel	包裹
Parcel bag	包裹袋
Parcel basket	包裹筐隻
Parcel convention	包裹章程
Parcel delivery	包裹投遞
Parcel delivery fee	包裹投遞費
Parcel Desk	包裹棹/檯
Parcel, incoming	進口或寄入包裹
Parcel insurance office	包裹保險局
Parcel, insured	保險包裹
Parcel Office	包裹處
Parcel, outgoing	出口或發出包裹
Parcel post	按包裹寄遞, 包裹郵寄
Parcel receipt	包裹收據
Parcel taxed with trade charges	代物主收價包裹
Parcel, trade charge	代物主收價包裹
Parcel unclaimed or refused	無人領取或收包 人不收之包裹
Parcel way bill	包裹清單
Parcel Window	包裹窗口
Parcel wrapper	包裹包皮
Parchment	皮紙
Particulars	詳情, 詳細

Particulars of employees	員役籍貫履歷
Partly prepaid postage	預付郵資若干
Parts	部分, 節
Pass book	儲金簿, 解銀簿
Pass, railway	火車免票
Pass through	經過
Passed	通過, 核准, 經
Passport	護照
Patterns	樣式
Pay	薪水
Pay, to	付款
Pay, full	滿薪
Pay, half	半薪
Pay, back	補薪
Pay an indemnity	給予賠抵
Pay list (sheet)	薪水清單
Pay, post mortem (compassionate allowance)	治喪費, 恤費
Pay salary, to	發薪水
Payable in advance	先行交付
Payable in stamps in advance	用郵票先行交付
Payee	取銀人
Paying Office	兌銀局
Payment in advance	預付
Payments	出款, 付款
Pecuniary liability	銀錢上之責成
Pecuniary loss	銀錢上之損失
Penal code	刑律
Penal servitude	徒刑
Penalty	懲罰, 懲辦
Pencil	鉛筆
Pending	未完, 待結
Pending decision	聽候核准
Per cent	百分之, 每百分
Perforate, to	鑿孔
Periodical publication	按期出版物

Periodical reports	定期報告
Periodical returns	按期報告
Periodically (periodical)	按期
Periodicals	按期出版物
Perishable articles	易於腐壞之物
Permanent	久用, 常川
Personal effects	行李, 個人什物
Personal property	本人之物, 自有之物
Personnel	人員
Petition, to	遞稟, 稟呈
Petition	稟帖
Petition, anonymous	匿名稟帖
Petition, collective	聯名稟帖
Petition, fictitious	冒名稟帖
Petty cash	零用款項
Petty cash account book	零用帳簿
Pi	批
Pigeon holes	分信格, 分存物件格
Pillar box	信筒
Pillar Boxes' Mail Matter Sorting Desk	信筒郵件分揀棹/檯
Places connected by rail or steamer	輪船鐵路所通之處
Places having postal establishment	設郵處所
Places, inland	內地各處
Places postally connected	通郵處所
Places, steam-served	汽機所通之處
Places where no Post Office established	未設郵處
Plan, to	籌畫
Plan	圖畧
Plus	加, 另加
Police law	警律
Port	口岸
Port of call	所趨口岸
Port, Treaty	通商口岸
Post Office	郵局

Post office, Alien	外國郵局, 客局
Post Office, Chinese	中華郵局
Post Office Savings Bank	郵政儲金
Post office, travelling	旅行郵局
Post, to	交寄
Postage	郵資
Postage compulsory	寄費須預爲付足
Postage, domestic	國內郵資
Postage-due	欠資
Postage-due-stamps	欠資郵票
Postage, full	滿資
Postage, insufficient	郵費不足
Postage, international	國外郵資
Postage, liable to	應納郵資
Postage stamp	郵票
Postage stamp counterfeit	偽造郵票
Postage stamp, spoiled or not serviceable	損壞或不堪用之郵票
Postage stamps to be placed apart from one another	郵票應各自分開黏貼
Postal Administration	郵政
Postal affairs	郵務
Postal affairs of Europe and America	歐美郵政事宜
Postal Agency	郵寄代辦所
Postal Agent	郵寄代辦人, 郵寄代辦
Postal agent, to act as	承辦郵務
Postal articles	郵件
Postal atlas	郵政輿圖
Postal boat	郵船
Postal Bureau	郵政司
Postal Bureau (Union)	郵會公署
Postal Circular	通令
Postal Clerks' Quarters	局員住所
Postal colour	郵政顏色
Postal Commissioner	郵務長
Postal compendium	郵政綱要

Postal Congress	郵政博議大會
Postal currency	郵政出入之銀錢
Postal employee	郵政人員
Postal establishments	郵務局所
Postal facilities	郵寄便利
Postal flag	郵旗
Postal forms	郵政公用單式
Postal funds	郵政款項
Postal guide	郵政章程
Postal Inspector and Stamp Custodian	監視及保管郵票員
Postal institution	郵政機關
Postal Instruction	郵政辦事規則
Postal law	郵政法
Postal library	閱報室
Postal localities	開設郵局城鎮
Postal map	郵圖
Postal Officers	郵務佐, 郵局人員
Postal organization	郵政組織
Postal packet	郵件封套
Postal publications	郵政圖書
Postal questions	郵務事項
Postal Questions Settled	郵務事項之解決
Postal rate	售票定價, 郵政定價
Postal rates	各項郵費
Postal regulations	郵章
Postal relations	郵務關聯
Postal revenue	郵政進款
Postal routes	郵路
Postal savings withdrawal slip	郵政儲金取款單
Postal Service	郵政
Postal statutes	郵政條例
Postal supplies	郵政供備物
Postal Supply Department Note	供應股通知
Postal symbol	郵政標誌
Postal tariff	寄費清單

Postal Union	郵會
Postcard	明信片
Postcard, double	雙明信片
Postcard, single	單明信片
Poste restante	存局候領郵件, 存局候領
Posting, at time of	交寄之時
Posting, deceptive	隱匿之交寄
Postman	信差
Postman, city	當地信差
Postman, express	快遞信差
Postmark, to	加蓋日期戳記
Postmark	郵戳, 日期戳記
Postman's pouch	信差之信袋
Postmaster	郵局長
Postmaster, Acting First Class (temporarily)	暫署一等郵局長
Postmaster, First Class	一等郵局長
Postmaster, First Class (temporarily)	一等郵局長 (暫任)
Postmaster, Second Class	二等郵局長
Postmaster, Steamer	輪船郵件管理員
Postmaster, Third Class	三等郵局長
Postmaster, Train	火車郵局長
Postmaster's Office	郵局長辦公室
Postmen's Quarters	信差住所
Postmen's Supervisor's Office	稽查信差處
Pouch	信袋
Pound	英磅
Practice, to	練習
Practice	辦法, 習慣
Practice of the locality	本處習慣
Practicable	堪以辦到
Practicable, not	不能辦到
Practicable, when	倘能辦到
Preceding quarter	上季
Preceding month	上月

Precious articles	珍貴之物品
Précis	節畧
Predecessor	前任
Premises, postal	郵政房屋
Prepaid	預付
Prepaid, fully	預行付足
Prepaid, insufficiently	未經付足
Prepay, to	預先付費
Prepayment of postage	先付郵費, 預付郵資
Prepayment of postage, full	郵費預行繳足
Prepayment of postage is compulsory	必須預納郵費
Prescribed time limit	所限時期
Presence of, in the	眼同
Presence of a witness, in the	眼同證人
Presence of an employee, in the	眼同郵局人員
President	大總統
Press copy	印件, 印稿
Press copy book	印件底稿本
Press law	報律
Prevent, inspection, to	有礙察驗
Preventive measures	預防辦法
Previous	從前, 先
Previous advice	先行知照
Price list	貨色價目單
Principal and interest	本利
Principal convention	主要章程
Print, to	刷印
Printed form	印備之單式
Printed matter	刷印物
Printing Office	印刷處
Prisoners of war	戰時俘虜
Private mark	自用圖章
Private seal	自用印章
Privilege	利益
Pro forma	格式

Pro forma slip for dater	日期戳記之式樣小條
Pro rata	按成
Pro tem	暫行
Probationary	試用, 習學
Procedure	辦法
Prohibit, to	禁止
Prohibited articles	禁寄之物
Prohibited from transmission	禁寄
Promote, to	晉陞, 發起, 提倡
Promotion	升遷, 升階, 晉陞
Prompt attention	從速辦理
Promulgate, to	公布
Promulgation	公布
Proof reader	校對員
Proofs (printing)	印稿
Property	物產, 產業
Prospecus	通啓, 宣言書
Protection of mail matter	保護郵件
Protocol	附則, 記錄
Provident fund	防後金
Province	省
Provincial	本省
Provincial capital	省會, 省城
Provincial rate	本省匯寄資例
Provisional arrangement	暫行章程或辦法
Proximity	相近, 約畧
Public	局外人, 公衆
Public body	公益團體, 公共團體
Public notification	通告
Publications, postal	郵政出版物

Quarter	季, 四分之一
Quarterly accounts	季帳
Quarterly gazette	按季通告
Quarterly return	季報
Quarterly statistics	每季之統計
Quarters, postal	郵員寓所
Quotation (bank)	銀行所定行市
Quote, to	引證, 援引

Radicals	部首
Radius, local delivery	當地投遞界
Railway free pass	乘車證
Railway mail compartment	火車專欄
Railway mail service	火車郵班
Railway station	火車站
Rank	班次, 等級
Rate	資例, 價率
Rate, double	二單純費
Rate, exchange	兌換行情, 兌換價率
Rate, fixed	定價
Rate, fixed service	郵政定率
Rate, quadruple	四單純費
Rate, quintuple	五單純費
Rate, single	一單純費
Rate, sextuple	六單純費
Rate, triple	三單純費
Rates of postage	郵費資例
Reasonable price	相當價值
Rebuts	退信
Recall, to	召回, 撤回
Recall of a letter	追回信函
Receipt	收條, 收單, 收據
Receipt, acknowledgment of	收件回執
Receipt, addressee's	收件執據
Receipt, bulk	總數收單
Receipt, individual	每件之收據
Receipt, issue	發給收據
Receipts	入款
Receipt, sender's	寄件執據
Receipt, temporary	暫時收單
Receipt, unnumbered	不列號之收據
Receive, to	接收
Received	收到
Receiving Desk, (mails, parcels, insured letters, express, etc., etc.)	(郵件包裹保險信) (函快遞郵件等等) 接收棹/檯

Receiving Office, (mails, parcels, insured letters, express, etc., etc.)	{郵件包裹保險信} {函快遞郵件等等}	接收處
Receiving window, (mails, parcels, insured letters, express, etc., etc.)	{郵件包裹保險信} {函快遞郵件等等}	接收窗口
Receptacles	容器	
Receptacles, double	複器	
Reception Room	接待室	
Recipient	收件人	
Reclamation	查詢單	
Re-close, to	重封	
Recommendation	請准, 保請, 擬議	
Record, to	登記	
Record Desk	登記棹/檯	
Record occurrences, to	登記事件	
Records	檔冊	
Recover, to	追回, 恢復	
Recovered	收回, 追回	
Recovery	代收, 復原	
Redirected mail matter	改寄之郵件	
Redirection	改寄	
Reduce, to	減縮	
Reduced tariff	輕減資例	
Reduction	扣減	
Re-forward, to	轉寄	
Refund, to	發還	
Refund (indemnity)	發還賠款	
Refundable	能發還者	
Refuse, to	拒絕, 否認	
Refused	拒絕, 不收	
Refusing payment	拒絕付資	
Regarded as	作為	
Register, to	掛號, 登記	
Register	登記簿	
Register a letter, to	掛號	
Registered articles	掛號郵件	
Registered as a newspaper	掛號認為新聞紙	

Registered	掛號
Registered for transmission in China (newspaper)	中華民國郵政特准掛號 之新聞紙
Registered postal article	掛號郵件
Registered postal hong	掛號民局
Registration	掛號
Registration, single	單掛號
Registration, double	雙掛號
Registration fee	掛號費
Registration marks	掛號標誌
Registration marks, foreign	外國掛號標誌
Registration number	掛號之號數
Registration of newspaper	新聞紙之掛號
Registration with return receipt (double)	雙掛號
Registry Desk	掛號棹/檯
Registry Office	掛號處
Registry Window	掛號窗口
Regulations	章程
Regulations, detailed	詳細章程
Reject, to	拒絕
Rejoin the service, to	復行入局
Relative documents	相關文件
Reliable clerk	可靠之郵員
Remark, to	提及, 注意, 評論
Remarks	附識, 備考, 批
Remboursement	償還
Remit, to	匯撥, 匯寄
Remittance	匯款, 解款
Remittance and Grants Desk	撥解款項棹/檯
Remittance certificate	匯款憑單
Remitter	匯銀人
Remove, to	挪, 移, 動
Removing abuses	祛除積習
Removing stamps	起動郵票
Remuneration	酬報, 酬費

Render, to	造具
Rent, to	租賃
Rent	租金
Rent allowance	房租津貼
Rent deposit	押租
Renting of premises	房屋之租賃
Repack, to	重封
Repay, to	付還
Reply paid postcard	雙明信片
Reply, to	答復, 回復
Report	報告
Report, annual	年報, 總論
Report, financial	經濟報告
Report on the working of the C. P. O.	中華民國郵政事務總論
Report the circumstances of a case	報告案件情形
Report, to	具報, 呈報
Report to Head Office	呈報該管理局
Report, yearly	年報, 總論
Re-post	交回改寄, 重寄
Representative	代理人, 代表
Representative, authorised	持有本人憑據之代理人
Requirement of trade	商業所需
Requisition, to	請領
Requisition	請領單
Requisition, special	特別請領, 特別請領單
Requisition, telegraphic	發電請領, 電請
Re-seal	重封
Residence	居所, 住所
Resign, to	告退
Resignation	告退
Responsibility	責成
Responsibility, acception of	擔負責成
Responsibility, Post Office assumes	郵局所負之責成
Responsible employee	負責人員, 負有責任之員
Responsible for	負責
Result of inquiry	查得之情形, 調查之結果

Result	結果, 成績
Resumé	概畧
Retain, to	存留
Retiring allowance	養老金
Re-transmit	轉寄
Return, to	退回
Return	報告, 清摺
Return postage	退回之資費
Return receipt	回執
Return mail matter	退回之郵件
Returns	冊報, 報告
Returns Compiling Desk	造備冊報棹/檯
Revenue	稅, 進款
Revenue authorities	稅官
Revenue stamps	印花稅票
Revenue Stamps Window	印花稅票窗口
Revise, to	修正
Revision	修改
Reward, to	賞給, 賞資
Reward	賞款
Right to compensation	受賞之權
River, down	下游
River, up	上游
Risk, to	冒險
Risk	虞, 危險
Roads and waterways in the interior	內地水陸各路
Rob, to	盜劫, 搶劫
Robbery	盜劫
Robbery of mails	搶劫郵件情事
Roll, to	捲
Roll	一捲
Roll, in the form of a	捆束成捲
Roll with both ends open	兩頭露封之裹捲
Romanisation	羅馬拼音
Rough draft	草稿
Rough handling	起卸不慎

Round figures	整數
Round trip	往來
Route, mail	郵路
Route map	郵路輿圖
Route, quickest	最捷之路
Rules	規則
Rules and Instructions for Couriers	郵差規則
Rules and Instructions for Postmen	信差規則
Rules, detailed	細則, 詳細規則
Rules to be observed by the staff	員役應守之規則
Rubber pads	橡皮墊
Rubber stamping mats	蓋戳橡皮墊
Rural box office	村鎮信櫃
Rural delivery and collection system	村鎮投遞攬收辦法
Rural delivery service	村鎮投遞事務
Rural postman	村鎮信差
Rural stations	村鎮郵站

Safe	無恙,安全,安穩,保險櫃,
	銀櫃,鐵櫃
Sailors	船夫,水手
Salary	薪水
Salary, substantive	實得薪水,底薪
Sale of stamps	發售郵票
Saleable value	可售之價值
Salt, Gabelle	鹽務署
Samples	貨樣
Samples of merchandise	貨樣
Sanction, to	核准
Savings account	儲金帳目
Savings Bank Desk	郵政儲金棹/檯
Savings Bank Instruction	郵政儲金辦事規則
Savings Bank Office	郵政儲金處
Savings Bank Window	郵政儲金窗口
Savings postage stamps	儲金郵票
Scale, letter	信稱
Scale, parcel	包裹稱
Schedule	清單,表
Scrutinize, to	稽查
Scrutiny	審查
Sea transit	海路轉運
Seal, to	蓋印
Seal	印
Seal a mail bag, to	封郵袋
Seal characters	篆字
Seal, official	關防,印信
Seal up, to	封誌
Sealed against inspection	嚴封
Sealed cover	封誌之封套
Sealing wax	火漆
Seals must be affixed firmly	封誌務須堅固
Seams to be sealed	縫口應行封誌
Secretary	幫辦,股長,僉事
Secretary, acting	署股長

Secretary, acting assistant	署副股長
Secretary, assistant	副股長
Secretary, Audit	稽核股股長
Secretary, Chief	總務股長
Secretary, Chinese	文牘股股長
Secretary, Domestic Development	營業股股長
Secretary, General Correspondence	總務股長
Secretary, Postal Supply	供應股股長
Secretary, Private	秘書
Secretary, Savings Bank	儲金股股長
Secretary, Union	聯郵股股長
Section	段,條
Secure, to	覓得
Securely closed	嚴密封裝
Securely packed	妥固封裝
Security bond	保證書
Security Bond Desk	保證書棹/檯
Security cash deposit	押款
Seize, to	緝拿
Seizure	拿獲,緝獲
Seditious paper	煽亂新聞紙
Self-explanatory	列有自能解明之語義
Self-supporting	自贍,自給
Sell postage stamp, to	發售郵票
Semi-annual returns	每半年造具之冊報
Semi-official letters	半公函
Send, to	交寄
Send open, to	露寄
Send separately, to	分別交寄
Sender	寄件人
Sender, neglect of	寄件人自不經心
Sender's option	寄件人之擇請
Sending, each	每次交寄
Sent collectively	彙寄
Sent "outside"	另附在外
Sent singly	每件單寄

Separate, to	分別, 分開
Separate printed sheet	刷印之散張
Separately	另外
Separate sheet	散張
Septennial	七年一期
Serial number	挨次號數
Service	事務, 政事, 機關, 班
Service contribution	郵政補助
Service, daily etc.	每日等班次
Service liability	由郵政擔負責成
Service List	題名錄
Service, mail	郵班
Service movements	郵員更調升遞等事
Service owned	郵局自置, 郵局自有
Service owned property	郵局自有之產業
Service, Postal	郵政
Service requirements	公務所需
Serviceable	堪用
Serviceable, no longer	不堪再用
Serviceable, still	尚屬堪用
Settle, to	解決
Settle a case	定案
Settle an account	結帳
Sheet	張
Sheet, loose	散張
Sheet, complete	整張
Sheet of stamps	郵票整張
Shipwreck	船厄
Shortage	短少
Shroff	管理售票銀錢人
Shroff Desk	管理售票銀錢人棹/檯
Sign, to	畫押, 簽字
Sign-board	匾額, 牌匾, 招牌
Sign-board, horizontal	橫掛匾額
Sign-board, vertical	直掛匾額
Signature	簽名, 署名

Signs of injuries	損傷痕迹
Similar procedure	相同之辦法
Simplify, to	從略, 縮短, 從簡
Simplify formalities	減省周折
Single	單獨
Singly, posted	單獨交寄
Single sheet	單張
Size	尺寸
Size, limit of	尺寸之限止
Sketch	草圖
Sketch, pen and ink	墨筆繪具之圖樣
Slip	小條
Smuggle, to	走私
Smuggling of mail matter	走私郵件
Soiled postage stamp	污毀之郵票
Sort, to	揀
Sort letters, to	分信, 揀信
Sorter	揀信生
Sorting Desk	分揀棹/檯
Sorting Office	分揀處
Special arrangements	特別辦法
Special compartment	專欄
Special device	特式圖章
Special envelope	特別封套
Special fund	特別金
Special marks	特准立券
"Special marks" privileges	立券之利益
Special messenger	專差
Specially mentioned for commendation by the President	傳令嘉獎
Specially selected	特選
Specie	錢幣, 現金
Specification (building)	說明書
Specified period	指定時期
Specified time	指定時刻
Specimen	式樣, 標本

Spongy material	吸水之物
Spontaneous combustion	自行燃燒
Stables	馬號
Staff	員役
Staff (chinese)	華員, 華班員役
Staff (foreign)	洋員, 洋班員役
Staff quarters	郵員公寓
Staff record	員役紀錄
Staff Records Desk	人員紀錄棹/檯
Staff working rules	員役辦公規則
Stage	站
Stage, by	按站
Stage, courier	郵站
Stamp, to	蓋戳, 蓋印
Stamp balance, fixed	額存之郵票
Stamp booklets	郵票冊
Stamp, commemoration	紀念郵票
Stamp, counterfeited	假造之郵票
Stamp denomination	郵票種類
Stamp, foreign	他國郵票
Stamp Issuing Desk	分發郵票棹/檯
Stamp moistener	濕票器
Stamp, mutilated	殘缺之郵票
Stamp, new	新郵票
Stamp, obsolete	作廢之郵票
Stamp, old	舊郵票
Stamp, postage	郵票
Stamp Sales Agencies	代售郵票處
Stamp specimen, sets of	成套標本郵票
Stamp Tax Law	印花稅法
Stamp, used	用過之郵票
Stamp, unused	未用之郵票
Stamp, washed	刷洗郵票
Stamping Desk	蓋戳棹/檯
Stamping ink	印墨油
Stamping pad	墨盒

Stamping tables	蓋戳棹案, 塗銷郵票處
Stamps, defaced	穢壞郵票, 塗刮之郵票
Stamps, denomination of	郵票種類
Stamps, detach	揭取郵票
Stamps, forged	偽造郵票
Stamps, imitated	摹倣郵票
Stamps in hand	所存郵票
Stamps, ordinary	普通郵票
Stamps, postage	郵票
Stamps, postage-due	欠資郵票
Stamps, revenue	印花稅票
Stamps sold	售出郵票
Stamps Window	郵票窗口
Standard official pattern	郵局規定式樣
Standard size	標準尺寸, 尺寸之標準
Standard weights	官定砝碼
Statement	報告
Statement of petty cash expenditure	零星開銷帳單
Statement of stamps and cash balance	所存款項及郵票之憑單
Stationery :	文具
Binders for Circulars, Instructions, etc.	通令通諭等類之書夾
Blotters, hand	手按滲墨器
Blotting pads	滲墨紙墊
Blotting paper	滲墨紙
Books, chit	送信簿
Books, copying	謄寫簿
Books, despatch	文件簿
Books, index	目錄簿
Books, memorandum	公函簿
Date block	月分牌
Deed box	保險匣, 契紙匣
Envelope	函封, 封套
Envelope, blank	空白封套

Envelope, express	快遞封套
Envelope for insured letters	保險信封套
Envelope, letter bill	寄信清單之封套
Envelope, mail bill	郵件清單之封套
Envelope, mail matter	郵件之封套
Envelope, money order advice	匯票對據之封套
Envelope, on postal service	郵政事務之封套
Envelope, parcel way bill	包裹清單之封套
Envelope, registers	掛號郵件之封套
Envelope, undelivered correspondence	無法投遞之郵件封套
Eraser, ink	擦字藥水
Eraser, (circular rubber) for typewriter	擦字橡皮, 打字機所用 圓形橡皮
Erase, (rubber) for pencil	鉛筆所用之橡皮
Eyelet	孔圈
Eyelet machines	打孔機器
Gum	膠水
Gum bottles	膠水瓶
Gum brushes	膠水刷
Hotchkiss fasteners	釘紙機器
Ink	墨水
Ink, black	黑墨水
Ink, copying	謄寫墨水
Ink, red	紅墨水
Ink, stamping, for daters	蓋日戳所用之黑印色
Inkstand, 3-well, wood	三孔木製墨牀
Label for insured parcels	保險包裹簽牌
Label for trade charge parcels	代收貨價包裹簽牌
Letter clips, bronze	銅信夾
Letter files, foolscap, board	紙版信夾
Office desk baskets	公事筐
Oiled sheets, foolscap size	全箋油紙
Paper	紙
Paper, carbon	印色紙
Paper fastener	紙夾

Paper, foolscap copying	全箋謄寫紙
Paper, foolscap, for typewriter, headed	打字所用印有頂題之全箋紙
Paper, foolscap, for typewriter, plain	打字所用純素之全箋紙
Paper, foolscap, for typewriter, thin, headed	打字所用印有頂題之薄全箋紙
Paper, foolscap, for typewriter, thin, plain	打字所用純素之薄全箋紙
Paper, foolscap scribbling	全箋稿紙
Paper, foolscap, ruled 35 lines	三十五行全箋紙
Paper, memorandum, headed	印有頂題之公函紙
Paper, note	信箋
Paper, packing	包物紙
Pen	筆
Pen nibs	筆嘴, 筆尖, 筆頭
Pen racks	筆架
Pencil, black	黑鉛筆
Pencil, blue	藍鉛筆
Pencil, copying (indelible)	謄寫鉛筆, 紫色鉛筆
Pencil, red	紅鉛筆
Penholder	筆杆
Pins, assorted	別鍼
Pins, drawing	釘鍼, 圖畫鍼
Pouches for postmen	信差之信袋
Rulers, flat	扁畫尺
Rulers, round	圓畫尺
Seal, lead, for insured mail bags	保險郵袋之鉛封誌
Seal, tin, hollow, embossed (tin tags)	鐵封誌
Silk ribbon, green	綠絲帶
Stamping pads	墨印色墊
String, stout	粗繩
Tracing linen	摹影蠟布
Twine, white	白繩
Typewriter ribbon	打字機墨帶

Wax, sealing	火漆
Stationery list	文具清單
Stationery requisition	請領文具單
Statistical operation	辦理統計
Statistical period	統計時期
Statistics	統計
Statistics, compile	編造統計
Statistics, domestic	國內統計
Statistics, international	國外統計
Status, changes in	變動設郵處所
Status of an office	郵局地位
Steal, to	偷盜
Steam-launch	小輪
Steam-served	汽機所通
Steam-served office	汽機通運局
Steam-served place	汽機所通之處
Steamer	輪船
Steamer, river	江輪
Steamer, sea going	海輪
Steamer, mail contract	付津貼之輪船
Steamer subsidies	輪船補助金
Stipulations	規定
Stock, to	收存, 存放
Stock	存貯, 所存
Stop, to	停止
Stop payment, to	止付
Store Room	存儲房
Stores, postal	郵政公物
Stout substance	堅實質料, 堅實
Strict control	從嚴監察
Stripes and stars	袖章星章
Strong Room	庫房
Style, chinese	華式, 中式
Style, foreign	洋式, 西式
Sub-enclosures	分附件
Sub-heading	類, 分題, 分目

Subject	題目
Subject to approval	應俟核准
Sublinear translation	逐行附譯
Submitted	呈閱
Subordinates	所屬人員
Subscribe, to	訂閱, 募捐
Subscriber	訂閱者, 訂購者
Subsequent A. R.	補回執
Subsidiary coins	小洋, 銅元, 輔幣
Suggestions	條陳, 條議
Suggestions, to make	上條陳
Summary	總結表
Sundries	零件
Supervisor, General	監查
Supplement, to	續補
Supplement	續補者, 號外
Supplement to Postal Guide & List of Post Offices	郵政章程附通郵處所之 補編
Supplementary	續補
Supplementary charge	另收費
Supplies, postal	郵政供應各品, 材料
Supply Department (Stationery Department)	供應處
Surcharge, to	加印
Surcharged stamps	加印之郵票
Surplus	盈餘
Surtax	加收之資費
Suspected articles	可疑郵件
Suspend from duty	停止職務
Suspense, in	懸浮
Sycee	紋銀
System	辦法

Table	表, 桌
Table A	A 字專單, 外洋包裹郵 費專單
Table, comparative	比較表
Tael	銀兩
Tael, Haikwan	關平銀
Tael, Shanghai	規元, 規平銀
Tag of a mail bag	郵袋之木牌
Take, to	拿取
Take action	舉行
Take delivery of	接收
Tamper, to	拆動
Tariff of postage	寄費清單
Tariff of postage, domestic	國內寄費
Tariff of postage, international	國外寄費
Tariff of postage, local	當地寄費
Tax	欠資, 稅課
Tax Desk	欠資棹/檯
Tax, to	收欠資
Tax Window	欠資窗口
Taxed double postage	加倍罰取郵資
Taxed mail matter	欠資郵件
Taxed mail matter memo	欠資招帖
Telegram	電報
Telegram, wireless	無線電報
Telegraph, to	發電
Telegraph connexion	電報所通
Telegraph Office	電報局, 電局
Telephone, to	通電話
Telephone	電話
Telephone Room	電話室
Temporary	暫行
Temporary acting	暫代
Temporary receipt	暫時收單
Tenure of office	任職期
Territorial official	地方官

Territorial transit	陸路轉運
Territorial transit fees	陸路運費
Test letter	查驗專函
Test slips	查驗專單
Text	原文, 文
Text-book	教科書, 課本
Third person	第三者, 第三人
Third service	第三郵政, 第三者所備 之運寄方法
Tiffin Room	餐室
Time	時, 時刻
Time of posting	交寄之時
Time of receiving	接收時刻
Time table	時刻表
Time table, mail	封發郵件時刻表
Tin seals	白鐵封誌
T'ing (Bureau)	官廳
T'ing, Chêng Wu	政務廳
T'ing, Chiao Yü	教育廳
T'ing, Chien Ch'a	檢察廳
T'ing, Ching Ch'a	警察廳
T'ing, Shên P'an	審判廳
T'ing, Shih Yeh	實業廳
T'ing, T'sai Chêng	財政廳
T'ingch'ai's Room	聽差房
Title	銜
Title deeds	地契
Title, official	官銜
Torn	破, 撕破
Torn condition	損壞之狀
Total	共計, 總數
Total, grand	統共
Total, strike a	總結, 結總
Tour of inspection, during	巡閱之周行, 巡查之時
Town Box Office	城邑信櫃
Town Post	城邑郵遞

Trace, to	查詢
Trace of having been tampered with	拆動痕迹
Tracer	請查遺失郵件單
Tracers Desk	查單棹/檯
Trade charge	代物主收價
Trade charge parcel	代物主收價之包裹, 代 收物價之包裹
Trade circulars	各類傳單, 商務傳單
Trade mark	商標
Trade route	商旅大路
Traffic	營業, 交通
Traffic, dislocation of	交通阻斷
Train mail escort	火車押信人
Train Office	火車郵局
Transaction	經手事項
Transaction, money	出納, 經手款項
Transfer, to (men)	調派, 更調
Transfer of funds	撥解款項
Transit accounts	轉運帳目
Transit charges	郵件轉運費
Transit Office	轉寄局
Transit statistics	轉寄郵件統計表
Translate, to	繙譯
Translating Desk	繙譯棹/檯
Translation	譯文
Transmit, to	轉運
Transmission	轉運, 寄遞, 運寄
Transmission, local	當地運寄
Transmission, domestic	國內運寄
Transmission, international	國外運寄
Transmission "via Siberia"	經西比利亞轉寄
Transmission "via Pacific"	經太平洋轉寄
Transmission "via Suez"	經蘇彝士河轉寄
Transit correspondence, to	傳遞文函
Transmitting Office	轉寄局
Transport, to	轉寄

Transport, easy	易於寄遞
Transport, difficult	難於寄遞
Transport of mails	轉遞郵件
Transport officer	轉運員
Transport Officer's Office	轉運員辦公室
Transporting agent	承攬運送業者
Travel, to	旅行
Travelling expenses	旅費
Treat, to	待遇, 視為
Treated as	作為
Treaty Port	通商口岸
Triplicate, in	備具三分
T'ungkao	通告
T'ungyü	通諭
Typewrite, to	繕打
Typewriter	打字機
Typewritten	打字機所印者
Typist	打字員
Typist Office	打字處

Unacceptable mail matter	不能收受之郵件
Unacceptable stamps	不能收受之郵票, 不予 收受之郵票
Unaddressed advertisement	不註明收件人之通告
Unaddressed trade circulars	各類傳單, 不標住址之 傳單
Uncancelled	未取消
Uncancelled postage stamps	未塗消之郵票
Unclaimed	無人領取
Unclaimed remittances	無人領取之匯票
Unclassed (employee)	未入班
Undeliverable	無法投遞
Undeliverable, treated as	作為無法投遞, 以無法 投遞
Undelivered	無法投遞
Undelivered Correspondence Desk	無法投遞郵件棹/檯
Undelivered correspondence return- ed to office of origin	無法投遞郵件退回原寄 局
Undelivered mail matter	無法投遞之郵件
Undertake postal business, to	承辦郵務
Unforeseen circumstances	意外情形
Uniform	號衣, 制服, 一律
Uniform system	劃一辦法
Uniformity	一律
Union country, postal	已入郵會之國
Union Desk	聯郵棹/檯
Union mail	聯郵郵件
Union Office	聯郵處
Union parcel regulation	萬國郵政公會包裹章程
Union Post Office closed mail	郵會各局總包
Union tariff regulations	郵會資例
Unit of weight	每重, 重位
Universal postal convention	萬國郵政公會章程, 萬國郵政公約
Universal Postal Union	萬國郵會
Unfranked	未貼郵票

Unknown	詢問無著
Unmailable	禁寄, 不能郵寄者
Unobliterated	未經塗銷
Unprepaid	未曾付資, 未付資費
Unprepaid mail matter	未經付資之郵件
Unregistered	未掛號
Unregistered letter hong	未掛號之民局
Unserviceable postage stamps	不堪用之郵票
Unsettled	尙未了結
Up-to-date, kept	隨時登列完備
Urge, to	催促
Urgent	加急, 緊急
Urgently required	急行待用
Usually kept in stock	常川存備

Valid	有效
Valise diplomatique	各國使館公文郵袋
Valuable articles	貴重之物
Value, to	計值, 估價, 定值
Value	價值
Value declared	註明價值
Value of a parcel	包裹價值
Van, mail	郵車
Verification certificate	驗證執據
Verification Certificate Desk	驗證執據棹/檯
Verification of contents	內容之檢驗
Verification of weight	重量之檢驗
Verify, to	證實, 查對, 驗證
Various	各種
Version	說, 文
Version, Chinese	華文, 華文者
Version, English	英文, 英文者
Via	經過, 取道
Via Siberia, etc.	取道西比利亞等等
Vide	參看, 詳見
Violation, traces of	拆開痕跡
Volume	容積, 體積, 冊
Vouch, to	證明
Voucher	單據

Waistcoat	號坎
War, declaration of	宣戰
Warn, to	懲戒
Wash, to	洗滌
Washed stamps	刷洗之郵票
Watchman's Room	門房
Waterproof	防水布, 防水器
Waterproof coverings	防濕所用之各件
Weigh, to	衡量
Weight	重量
Weight, gross	連皮共重, 總重
Weight, limit of	重量之限止
Weight, net	淨重
Weight, over	逾重
Well-known local firms	當地著名鋪商
Well versed in	諸悉
Wên-hu decoration	文虎章
Width	寬度, 寬
Window	窗櫺, 窗框
Wine money	酒資, 酒錢
Wine money, extort	勒索酒資
Wire, to	發電
Withdraw, to	撤回
Withdrawal	撤任, 撤消
Withdrawal from the service	離局
Withdrawal of deposits	支取儲金, 儲金之取出
Withdrawal of mail matter	撤回郵件
Withdrawal slip	郵政儲金提款單
Within	在內
Within the distribution limits	投遞界內
Without erasures of corrections, even if certified	雖簽字證明亦不得塗抹 更改
Without leaving apparent trace- of violation	不露開拆痕迹
Witness	見證, 證人
Witness, to	作證

Wooden tag	木質小牌
Working expenses	營業支出, 辦公經費
Wrap, to	包裝, 打包
Wrapper	封皮, 包皮
Wrappings	封皮, 包皮
Write, to	書寫
Write off	註銷
Writer	文案, 錄事, 書寫人
Writer of letter	寫信人
Writer's Desk	文案棹/檯
Writer's Office	文案處

Yamên	衙署
Yamên correspondence	衙署公文
Yamên Correspondence Desk	衙署公文棹/檯
Yamên Correspondence Office	衙署公文處
Yamên Correspondence Window	衙署公文窗口
Yamên covers	衙署公件
Yamên, Chih Hsien's	縣知事公署
Yamên, Shêng Chang's	省長公署
Yamên, Taoyin's	道尹公署
Yamên, Tuchun's	督軍公署
Year, current	本年
Year, fiscal	年度
Year, previous	上年
Year, under review	是年, 該年
Yearly	每年, 按年
Yu-chêng-ssŭ	郵政司
Yu-wu-shêng	郵務生

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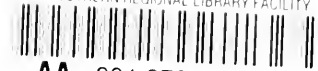
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